



City of Appleton

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

Meeting Agenda - Final-revised Safety and Licensing Committee

Wednesday, June 13, 2018

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[18-0842](#) Approval of minutes from previous meeting

Attachments: [S&L Minutes 5-23-18.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[18-0799](#) Operator's License application of Oliver W. Williams, 1901 N. Appleton Street.

Attachments: [Oliver W. Williams.pdf](#)

[18-0840](#) Operator's Licenses

Attachments: [Operator's Licenses for 06-13-18 S&L.pdf](#)

[18-0841](#) Renewal Operator's Licenses

Attachments: [Renewal Operator's Licenses for 6-13-18 S&L.pdf](#)

[18-0882](#) "Class B" Beer/Liquor License application of Reload of Wisconsin LLC, David E. Grond, Agent, 830 E. Northland Ave., contingent upon approval from all departments.

Attachments: [Reload of Wisconsin LLC application.pdf](#)

[18-0790](#) "Class B" Beer/Liquor License application, Change of Agent, BARK Entertainment LLC d/b/a Skyline Comedy Club, Jason E. Gaul, Agent, 1004 S. Olde Oneida St., contingent upon approval from the Police Department.

- [18-0792](#) "Class B" Beer/Liquor License application, Change of Agent, JTB of Appleton LLC, d/b/a Chadwick's, Jennifer A. Thomas, Agent, 413 W. College Ave., contingent upon approval from the Police Department.
- [18-0862](#) "Class B" Beer/Liquor License Premise Amendment application of TNE, Inc. d/b/a Emmett's Bar & Grill, Sharon L. Reader, Agent, 139 N. Richmond St., contingent upon approval from all departments.
- Attachments:** [Emmetts Bar & Grill application.pdf](#)
- [18-0866](#) "Class B" Beer/Liquor License Premise Amendment application of Theadocia LLC d/b/a SPATS, Julie A. Neubert, Agent, 733 W. College Ave. for August 1-6, 2018, contingent upon approval from all departments.
- Attachments:** [SPATS Premise Amendment application.pdf](#)
- [18-0817](#) Reserve "Class B" Beer/Liquor License Premise Amendment application of Mondo Wine LLC d/b/a Mondo Wine Bar & Retail, David J. Oliver, Agent, 220 W. College Ave., contingent upon approval from all departments.
- Attachments:** [Mondo Wine Bar application.pdf](#)
- [18-0793](#) Special Class "B" Beer License application of Creative Downtown Appleton, Inc., Jennifer L. Stephany, Person in Charge, 308 E. College Ave., June 15, 2018, contingent upon approval from all departments.
- Attachments:** [Creative Downtown-application3.pdf](#)
- [18-0800](#) Special Class "B" Beer/Wine License application of Civic League & St. Bernadette, Scott P. Boeckman, Person in Charge, 2331 E. Lourdes Dr., August 21, 2018, contingent upon approval from all departments.
- Attachments:** [Civic League & St Bernadette-application.pdf](#)
- [18-0820](#) Special Class "B" Beer/Wine License application of NAMI Fox Valley, Kathleen M. Kumbier, Person in Charge, 222 E. Fremont St., July 19, 2018, contingent upon approval from all departments.
- Attachments:** [NAMI Fox Valley application.pdf](#)
- [18-0869](#) Special Class "B" Beer License applications filed after the agenda was published.

- [18-0794](#) Pet Store/Kennel License Renewal application of Just Pets, Craig L. Weborg, Applicant, 2009 N. Richmond St., contingent upon approval from all departments.
- [18-0824](#) Pet Store/Kennel License Renewal application of Petco #1656, 3829 E. Calumet St., contingent upon approval from all departments.
- [18-0796](#) Salvage Dealer's License Renewal application of Golper Supply Co., Inc., David B. Golper, Applicant, 1810 W. Edgewood Dr., contingent upon approval from all departments.
- [18-0801](#) Salvage Dealer's License Renewal application of Appleton Aluminum Recycling Inc., Charles O. Desten, Applicant, 300 N. Kensington Dr., contingent upon approval from all departments.
- [18-0797](#) Taxi Cab Company Renewal application of Atlas Taxi, Matthew J. Hyde, 1125 W. Main Street, Lot 17, Little Chute, contingent upon approval from all departments.
- [18-0798](#) Taxi Cab Company Renewal application of Fox Valley Tours, LLC, Justin T. Garrett, W4595 Valley Drive, Fond du Lac, contingent upon approval from all departments.
- [18-0867](#) Request to contract out management of our crossing guard program.

Attachments: [Shared Services Agreement - Safety and Licensing.pdf](#)
[Summary of ACMS.pdf](#)
[CG - SRO shared services agreement.pdf](#)

6. Information Items

- [18-0816](#) Special Events:
Family Services Butterfly Festival - City Park - June 16, 2018
YMCA Fox Cities Summer Classic - Erb Park Pool - June 16-17, 2018
YMCA Fox Cities Bird Bath Swim Meet - Erb Park Pool - July 6-8, 2018
Apple Tree Connections Dash for Dreams 5K - 5020 N. Providence Ave and surrounding area - August 25, 2018

- [18-0873](#) Temporary Discontinuance of Automatic Aid with Neenah-Menasha.

Attachments: [Memo Regarding Temporary Discontinuance of Automatic Aid with Neenah-Mer](#)

[18-0868](#)

Director's Reports:

City Clerk

- Electronic Poll Book update
- Partisan Primary Election reminders

Deputy Fire Chief

- Spillman CAD Update
- RMS Update
- New Recruits update

Police Chief

- Specialty position changes
- Community updates on WFRV

[18-0870](#)

Police Department information on liquor law violation convictions.

7. 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.



City of Appleton

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

Meeting Minutes - Final Safety and Licensing Committee

Wednesday, May 23, 2018

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

The meeting was called to order by Vice Chair Konetzke at 5:34 p.m.

2. Roll call of membership

Present: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

3. Approval of minutes from previous meeting

[18-0773](#)

Approval of minutes from previous meeting

Attachments: [S&L Minutes 5-9-18.pdf](#)

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

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

4. Public Hearings/Appealances

5. Action Items

[18-0598](#)

Resolution #3-R-18 Solicitation Hours

Attachments: [#3-R-18 Solicitation Hours.pdf](#)

Konetzke moved, seconded by Siebers, that the Resolution be held. Roll Call.
Motion carried by the following vote:

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

[18-0747](#)

Approval of 2018-2019 Beer/Liquor License Renewals contingent upon approval from all departments by 4:00 p.m. on June 29th, 2018.

Attachments: [2018-2019 Beer Liquor License Renewals.pdf](#)

All 2018-2019 Liquor License Renewals were recommended for approval contingent upon departmental approval with the exception of Dieter's Ale House, 830 E Northland Ave.

Siebers moved, seconded by Reed, that the Liquor License Renewals be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

Balance of the action items on the agenda.

Siebers moved, Reed seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

[18-0742](#)

Operator's Licenses

Attachments: [Operator's Licenses for 5-23-18 S & L.pdf](#)

This Report Action Item was recommended for approval.

[18-0743](#)

Renewal Operator's Licenses

Attachments: [Renewal Operator's Licenses for 5-23-18 S & L.pdf](#)

This Report Action Item was recommended for approval.

[18-0739](#)

Special Class "B" Beer/Wine License application of Creative Downtown Appleton, Inc., Djuanna L. Hugdahl, Person in Charge, Houdini Plaza-corner of Appleton St. & College Ave., August 2 - 5, 2018, contingent upon approval from all departments.

Attachments: [Creative Downtown-application2.pdf](#)

Siebers moved, seconded by Reed, that the Temporary Class "B" Open Concept License be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

[18-0738](#)

Special Class "B" Beer License application of Creative Downtown Appleton, Inc., Djuanna L. Hugdahl, Person in Charge, Washington Square-corner of Oneida St. & Washington St., August 2 - 5, 2018, contingent upon approval from all departments.

Attachments: [Creative Downtown-application 1.pdf](#)

Siebers moved, seconded by Reed, that the Temporary Class "B" Open Concept License be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

[18-0732](#)

Special Class "B" Beer License application of Appleton Fox Cities Kiwanis Club, Jay B. Stephany, Person in Charge, Pierce Park, July 22, 2018, contingent upon approval from all departments.

Attachments: [Appleton Fox Cities Kiwanis Club application.pdf](#)

This Report Action Item was recommended for approval.

[18-0774](#)

Special Class "B" Beer License applications filed after the agenda was published.

Refuge Foundation for the Arts filed an application for an open-concept Temporary Class "B" on the following dates:

June 24th, July 29th, September 23rd 11 a.m. to 10 p.m.

Siebers moved, seconded by Reed, that the Temporary Class "B" Open Concept License be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams

[18-0775](#)

"Class B" Beer/Liquor License Premise Amendment application of Uncle Jim's LLC d/b/a Missfits, Hollyann Strunc, Agent, contingent upon approval from all departments.

Attachments: [Missfits Tavern premise amendment application.pdf](#)

This Report Action Item was recommended for approval.

[18-0791](#)

"Class B" Beer/Liquor License Premise Amendment application of Dairyland Brew Pub, Dorri Schmidt, Agent, 1216 E. Wisconsin Ave., June 9, 2018, contingent upon approval from all departments.

Attachments: [Dairyland Brew Pub application.pdf](#)

This Report Action Item was recommended for approval.

[18-0530](#)

Commercial Quadricycle Renewal License application of Social Station, LLC, Chris Burns, W6068 Nolan Drive, contingent upon approval from all departments.

Attachments: [Social Station, LLC.pdf](#)

This Report Action Item was recommended for approval.

[18-0691](#)

Pet Store/Kennel License Renewal application of Pet Supplies Plus, Angela J. DeHaan, Applicant, 702 W. Northland Avenue, contingent upon approval from all departments.

This Report Action Item was recommended for approval.

[18-0709](#)

Taxi Cab Company and Limousine Service Renewal License application of Dynasty Limousine Service LLC, John Wolters, 314 E. Wilson Avenue, contingent upon approval from all departments.

This Report Action Item was recommended for approval.

[18-0725](#)

Taxi Cab Company and Limousine Service Renewal License application of People Movers Inc. Appleton Yellow Taxi Co., Paul O. Davies, 705 W. Wisconsin Avenue, contingent upon approval from all departments.

This Report Action Item was recommended for approval.

[18-0731](#)

Taxi Cab Company Renewal License application of LIR Transportation, Igor Leykin, 719 W. Frances Street, contingent upon approval from all departments.

This Report Action Item was recommended for approval.

[18-0733](#) Mobile Home Park Renewal License application of Fox Valley Estates, Scott R. Moore, 106 E. Primrose Lane, contingent upon approval from all departments.

This Report Action Item was recommended for approval.

[18-0734](#) Salvage Dealer's License Renewal application of Mr. C's Motorcycles, LLC, Janet Egelseer, Applicant, 724 S. Outagamie St., contingent upon approval from all departments.

This Report Action Item was recommended for approval.

[18-0744](#) Farm Market Renewal application of Long Cheng Market Place, MaiYoua Thao, 1804 S. Lawe Street, contingent upon approval from all departments.

This Report Action Item was recommended for approval.

6. Information Items

[18-0714](#) Special Events:
St. Pius X Fun Run - Lindbergh/Erb/Marquette/Division Streets - June 2, 2018

[18-0776](#) Director's Reports:
City Clerk
Deputy Fire Chief
 -CAD update
 -Hiring Process
Police Chief
 -RMS Update
 -Matthias Street incident update - if possible
 -Lawrence - Walk the City event

Attachments: [Police Weekly Report - Week 13.pdf](#)

[18-0777](#) Police Department information on liquor law violation convictions.

7. Adjournment

**Siebers moved, seconded by Reed, that the meeting be adjourned at 5:51 p.m.
Roll Call. Motion carried by the following vote:**

Aye: 3 - Konetzke, Reed and Siebers

Excused: 2 - Lobner and Williams



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

FEES ARE NON-REFUNDABLE

Date Rec'd 5/18/18

☐ Operator License \$60.00 Acct. 11030.4307
☒ Operator License \$75.00 Acct. 11030.4307
plus a provisional
☒ Investigation fee \$ 7.00 Acct. 100.2359
Total fee paid \$ 82 Receipt 4845794

☒ Original Application

☐ Renewal - License # _____

LICENSE APPLICATION for

OPERATOR'S (BARTENDER'S) LICENSE

Return application to: City Clerk, 100 N. Appleton Street, Appleton, WI 54911-4799

SECTION 1 - APPLICANT INFORMATION

Applicant Name (Last, First, MI) <u>Williams Oliver Wynn</u>		Maiden	
Street Address <u>1901 N. Appleton St.</u>	City <u>Appleton</u>	State <u>WI</u>	Zip <u>54911</u>
Driver's License Number/State Identification Number		State License Issued In: <u>Wisconsin</u>	
Date of Birth	Sex <u>Male</u>	Home Phone Number	Cell phone Number
Name and Address of Establishment you will be selling alcohol <u>Stucco Pizzeria 110 N. Douglas St.</u>			

SECTION 2 - CONVICTION RECORD - **NEW APPLICANT**: You are required to list each and every violation and/or offense for which you have been convicted in or out of state. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License?	YES	<u>NO</u>
If Yes; where? _____		
Have you EVER been convicted of a felony?	YES	<u>NO</u>
If Yes; when, where and what type of violation? (Please be specific) <u>Not exactly sure when. 2 speeding tickets.</u>		
Have you EVER been convicted of a misdemeanor or ordinance violation?	<u>YES</u>	NO
If Yes; when, where and what type of violation? (Example: speeding, OWI) _____		

SECTION 2 - CONVICTION RECORD - **RENEWAL APPLICANT**: List any pending charges, citations, tickets and all convictions since last license application in or out of state. Failure to provide complete answers may result in a denial of your application.

Have you EVER had an Operator's (Bartender's) License?	YES	NO
If Yes; where? _____		
Have you been convicted of a felony since last license application?	YES	NO
If Yes; when, where and what type of violation? (Please be specific) _____		
Have you been convicted of a misdemeanor or ordinance violation since last license application?	YES	NO
If Yes; when, where and what type of violation? (Example: speeding, OWI) _____		

SECTION 3 - PENALTY NOTICE

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature: [Signature]

FOR OFFICE USE ONLY

Department	Approve	Deny	By	Reason
POLICE		<u>X</u>	<u>Miller</u>	
Date sent to APD <u>5-18-18</u>	Scheduled FVTC Class	Class Completion Date <u>11-19-19</u>	Current other license: Muni _____ # _____	
Safety and Licensing	Common Council	Date Issued	Expiration Date	License Number

Operator's Licenses for 6/13/18 S & L

Approved

Stacey J. Barnes	1821 S. Schaefer Street, #D
Dean G. Barnstable	1807 S. Carpenter Street
Latoria R. Bishop	908 ½ N. Richmond Street
Audra K. Bloomquist	419 Adams Street, Neenah
Danielle J. Burke	1425 N. Division Street
Adam H. Chaffin	1022 Green Acres Lane, Neenah
Heidi J. Ciske	1807 E. Robin Way, #I
Jordan R. Coates	4020 N. Ballard Road
Bradley C. Cope	337 Winnebago Avenue, Menasha
Chelsea M. DeAngelis	413 W. Spring Street
Sarah M. Dietz	1534 E. Roeland Avenue
Ashley M. Hinkens	W2722 Brookside Drive
Mary E. Kracht	619 E. South River Street
Rebecca J. Laux	70 Foster Court
Joseph J. LeFevre	1807 E. Pauline Street
Jenna C. Liebhauser	1049 Crestview Drive, Wrightstown
Julianne F. Martin	1219 Montclair Court
Christopher A. Meyer	W6347 Goose Creek Circle, Greenville
Keli A. Muchowski	3115 W. Glenpark Drive, #9
Teresa A. Myers	803 ½ S. Story Street
Sandy L. Perkins	355 Clay Street, Wrightstown
Abbey L. Perre	4326 Moonglow Court
Adam R. Vernon Pollex	1763 Harrison Street, #8, Neenah
Ana C. Reyes	1517 E. Marion Street
Michael P. Tanner	2611 N. Ballard Road
Lawrence C. Taplin	1333 W. Washington Street
Chue Y. Yang	609 W. College Avenue, #G
Michelle A. Zera	W5473 Hidden Trail Lane
Matthew L. Fronsee	114 S. Willow Street, Kimberly
Bonnie J. Guhl	1402 Miami Circle, Little Chute
Sabir Ali	214 W. Pacific Street
Kirsten M. Schroeder	888 E. Shady Lane, #137, Neenah
John J. Hogerty	W6309 Firelane #9, Menasha
Jing Jing Huang	1500 E. Longview Drive, #29
Catherine J. Kinonen	1150 Jonathon Lane, #10, Neenah
Stacy L. Krause	817 Miller Lane, Kaukauna
Leah A. Matthews	589 rothe Sstreet, #9, Green Bay
Kaitlin J. Oakley	101 S. Jefferson Street, #39, Bonduel
Kalind Patel	111 W. Wisconsin Avenue
Michele Preston	1619 E. Robin Way
Ashley N. Reisenauer	2530 Forest View Court, #3
Emmy L. Steinberg	912 Plank Road, Menasha

Constance L. Strebel
Alexis P. Wolff
Charles W. Wu

2104 Farlin Avenue, Green Bay
726 S. Commercial Street, Neenah
39 Bellevue Place

Renewal Operator's Licenses for 6/13/18 S & L

Approved

Amy L. Altenhofen	2302 Meadow Green Drive, Neenah
Scott R. Boncher	1043 E. Vine Street
Patrick W. Bourassa	603 W. Parkway Blvd.
James A. Coumbe	603 N. Appleton Street
Jamie M. Davies	590 Cty Rd G, Neenah
Lisa M. Doxtator	N7646 State Rd 114, Menasha
Emily J. Duesing	W2494 Clover Downs Court
Savannah Goodwill	313 N. Rankin Street
Katlyn M. Juhlmann	1116 W. Weiland Lane
Sukhmeet Kaur	1690 Drum Corps Dr., #I, Menasha
Kristin R. Krueger	3220 N. Lawe Street
Nancy Lee	555 N. Badger Avenue
Tammy Mehlberg	307 W. Weiland Avenue
Elaine D. Presby	1419 E. Lindbergh Street
Melanie R. Rohloff	1200 E. Sylvan Avenue
Alexus M. Thomas	2730 S. Greenvew Street
Alyssa M. Triano	925 W. Lindbergh Street
Kai Vue	1603 W. Spencer Street
Stacy B. Deckers	309 S. Lake Street, Neenah
Ryan J. Taylor	1616 Schaefer Circle, #13
Erin N. Versteegen	708 N. Lawe Street
Pamela K. Edwards	905 Jacobsen Road, #J, Neenah
Bailee A. Ferg	2180 E. John Street
James J. Fett	N5634 Lake Shore Drive, Hilbert
Patrick J. Frawley	1516 W. Prospect Avenue
Jason J. Jarmuskiewicz	1671 Birch Street, Green Bay
Brian A. Langkau	1029 Evans Street, Oshkosh
Scott R. Langkau	876 W. 17 th Avenue, Oshkosh
Patrick G. Maloney	151 Plummer Court, Neenah
Steven RB Metzger	724 N. Richmond Street
Angelica L. Pheifer	1414 W. Spencer Street
James M. Weidner	512 Valley Road, Menasha

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning July 1st 20 18
ending June 30th 20 19

TO THE GOVERNING BODY of the: ☐ Town of
☐ Village of
☒ City of Appleton

County of Outagamie Aldermanic Dist. No. 6 (if required by ordinance)

1. The named ☐ INDIVIDUAL ☐ PARTNERSHIP ☒ LIMITED LIABILITY COMPANY
☐ CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Reload OF

Wisconsin LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>James L Donker</u>	<u>3535 S. Bobolink Ave</u>	<u>MAY 29 2018</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>David E Grand</u>	<u>2146 Trill Rd</u>	<u>Omro, WI 54963</u>
Directors/Managers			

3. Trade Name Reload of Wisconsin LLC Business Phone Number 920-237-2428

4. Address of Premises 830 E. Northland Ave Post Office & Zip Code 54911

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☒ Yes ☐ No
6. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☒ No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 10/23/06 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☒ No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☒ No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) One story building with bar

10. Legal description (omit if street address is given above): Northwest corner of building

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No
(b) If yes, under what name was license issued? Dieters Place LLC

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? [phone 1-800-937-8864] ☒ Yes ☐ No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. ☒ Yes ☐ No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 29 day of May 20 18
Cathy Bolwerk
Notary Public, State of Wisconsin

(Official of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Official of Corporation/Member/Manager of Limited Liability Company/Partner)

My commission expires My Commission Expires January 23, 2021

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>529-18</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



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

18-0862

**REQUEST for
Beer/Liquor License
Premise Amendment**

FEES ARE NON-REFUNDABLE

License Fee \$ 10.00
Receipt 4854380

Date Recv'd 6/6/18
Acct. 11030.4306

SECTION 1 - LICENSE INFORMATION

Name of Establishment Emmetts Bar & Grill

Address of Establishment 139 N. Richmond St Appleton WI

Name of Agent Sharon Reader

Phone Number 920-378-3697

SECTION 2 - PREMISE AMENDMENT

Please describe the change in premises:

A drawing/diagram of the proposed area must also be submitted with this application

Fenced In Area In Rear Parking Lot OFF
Washington Street Approximately 100 ft X 100 ft

Is this change Permanent?

☐
YES

☒
NO

If this is temporary please specify the reason for the amendment:

Mile of Music Festival

Please list the date(s) and time(s) that this temporary premise amendment will be utilized:

Thursday 2 thru Sunday 5th
August

SECTION 4 - PENALTY NOTICE

I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant: Sharon Reader

FOR OFFICE USE ONLY

Department	Approve	Deny	By	Reason
Comm. Dev.				
Finance				
Fire				
Health				
Inspections				
Police				
S&L	Council	Date Issued	Exp. Date	License Number

WASHINGTON STREET

Sign

Brown Building

Dinnersteps

ENTRANCE FOR BUSINESS PARKING

WYM ENRD

WIDE
of MUSIC
EVENT

DRIVE WAY

OTHER
BUSINESS
TENANT
PARKING

DRIVE WAY

Paved
Lot

Grass

Concrete

Boost
mobile

Empty

Little
Cakes

Medical
RESTAURANT

Empty

Empty

Attic

GARAGES



"meeting community needs"

.....enhancing quality of life"

FEES ARE NON-REFUNDABLE

Date Recv'd 6/6/18

License Fee \$ 10.00
Receipt 4853743

Acct. 11030.4306

REQUEST for Beer/Liquor License Premise Amendment

SECTION 1 - LICENSE INFORMATION

Name of Establishment SPATS
Address of Establishment 733 W College Ave
Name of Agent Julie Neubert Phone Number 4278274

SECTION 2 - PREMISE AMENDMENT

Please describe the change in premises:

A drawing/diagram of the proposed area must also be submitted with this application

Including the parking lot of SPATS and the parking lot of Kustom Kitchen.

Is this change
Permanent?

YES

NO

If this is temporary please specify the reason for the amendment:

Mile of Music

Please list the date(s) and time(s) that this temporary premise amendment will be utilized:

August 11-6th 2018 4pm - midnight

SECTION 4 - PENALTY NOTICE

I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant:

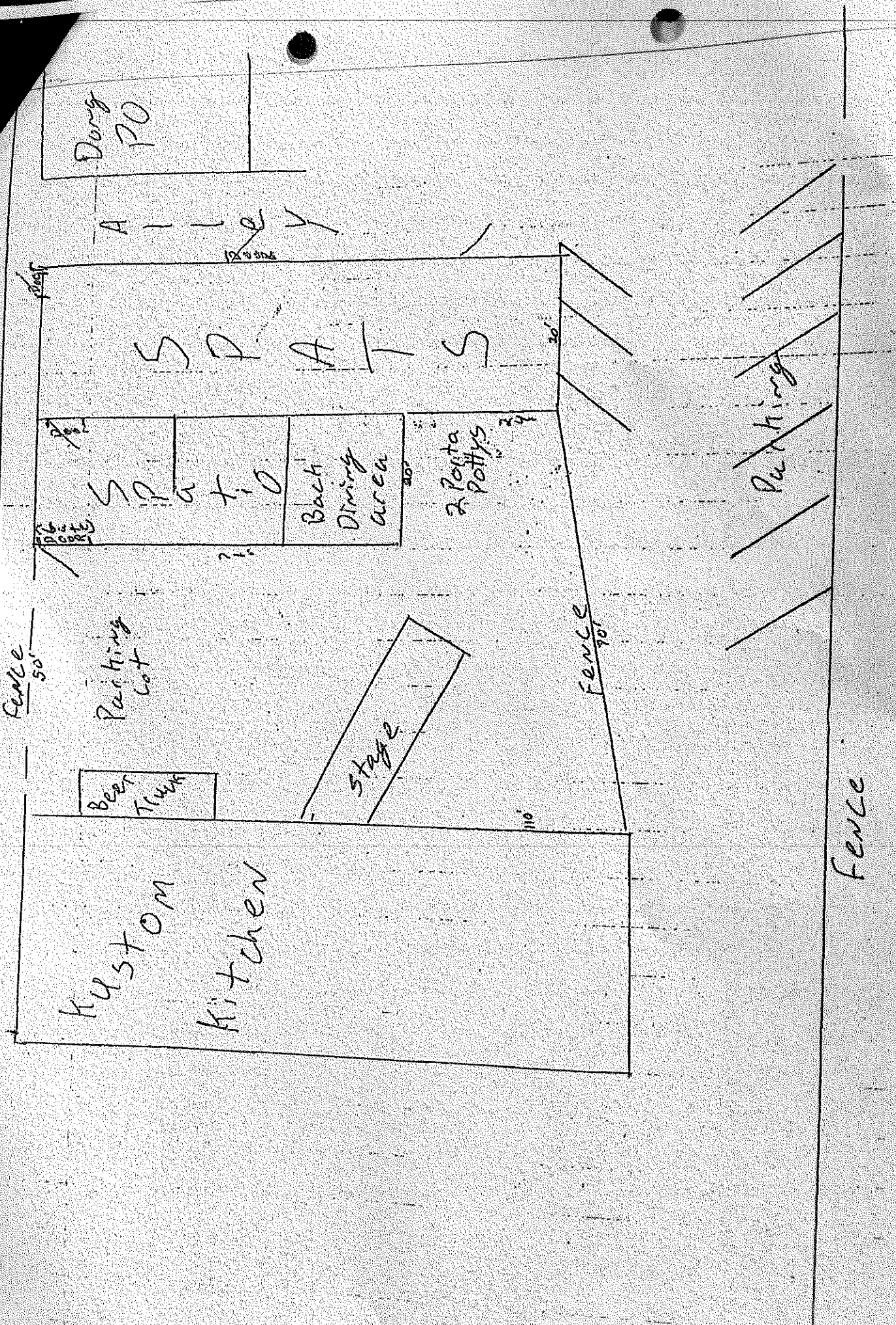
Julie Neubert

FOR OFFICE USE ONLY

Department	Approve	Deny	By	Reason
Comm. Dev.				
Finance				
Fire				
Health				
Inspections				

Police				
S&L	Council	Date Issued	Exp. Date	License Number

WILLIAMS





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

REQUEST for Beer/Liquor License Premise Amendment

FEES ARE NON-REFUNDABLE

Date Recv'd 6/1/18

License Fee \$ 10.00

Acct. 11030.4306

Receipt 4852370

SECTION 1 – LICENSE INFORMATION

Name of Establishment Mondo Wine Bar & Retail

Address of Establishment 220 W. College Ave.

Name of Agent David Oliver

Phone Number
920.209-9091

SECTION 2 – PREMISE AMENDMENT

Please describe the change in premises:

A drawing/diagram of the proposed area must also be submitted with this application

Extending operations to the parklet/courtyard between 222 Building and Copper Rock. Beer and wine would be stocked and sold by staff in the courtyard. Licensed bartender would be present 100% of the time. Diagram is attached.

Is this change Permanent?

☒
YES

☐
NO

If this is temporary please specify the reason for the amendment:

Please list the date(s) and time(s) that this temporary premise amendment will be utilized:

SECTION 4 – PENALTY NOTICE

I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant: _____

FOR OFFICE USE ONLY

Department	Approve	Deny	By	Reason
Comm. Dev.				
Finance				
Fire				
Health				
Inspections				
Police				
S&L	Council		Date Issued	Exp. Date
				License Number

Existing chain link fence with slats

31.5'

Existing Stage

Existing bench

Existing bench

Existing table

New table

New table

New table

Existing table

Existing table

trash

Rolling beverage cart

trash

Existing bench

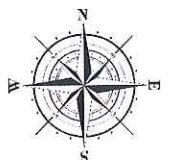
Existing flower box

Opening
55"

Resin fencing

Existing flower box

College Avenue





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

AOTT

FEES ARE NON-REFUNDABLE

License Fee - \$10.00 per event

Investigation Fee + 7.00

Total Amount Paid 17-

Date Rec'd 5/24/18

Acct. 11030.4322

Acct. 100.2359

Receipt 4848754

Application for Special Class "B" License to Sell Fermented Malt Beverages at Picnics or Gatherings

The named organization applies for:

- ☒ A temporary Class "B" license to sell FERMENTED MALT BEVERAGES at picnics or similar gathering under s. 125.26(6) Wis. Stats.
☐ A temporary Class "B" license to sell WINE at picnics or similar gathering under s. 125.51(10) Wis. Stats. (Limit 2 permits 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)		Date Organized	
Creative Downtown Appleton, Inc.		Oct. 2014	
Address		City	State
40 ADI - 116 N. Appleton St.		Appleton	WI
Person in Charge of Event:		First	Middle Initial
Name: Last		Stephany	Jennifer L.
Address		City	State
116 N. Appleton St.		Appleton	WI
Zip		54911	Person in charge phone number:
			920.954.9112
President	Last	First	Middle Initial
	Peterson	John	G.
Date of Birth		Male	Female
		X	
Address		City	State
200 E. College Ave.		Appleton	WI
Zip		54911	
Vice President	Last	First	Middle Initial
	Johnson	Deb	A.
Date of Birth		Male	Female
			X
Address		City	State
300 W. College Ave.		Appleton	WI
Zip		54911	
Secretary	Last	First	Middle Initial
	Hagee	Lynn	S.
Date of Birth		Male	Female
			X
Address		City	State
101 E. Water St.		Appleton	WI
Zip		54911	
Treasurer	Last	First	Middle Initial
	Vargosko	Laura	E.
Date of Birth		Male	Female
			X
Address		City	State
200 E. Washington St.		Appleton	WI
Zip		54911	

SECTION 2 - EVENT INFORMATION SECTION

Date(s) of Event: Beginning	6/15/18	Ending:	6/15/18	Hours	AM	PM	AM	PM
Please describe the type of event you are going to have:								
Anniversary celebration with live music, as part of Art on the Town.								
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) Possible food truck.								
Location where beer or wine will be sold:								
Held Music parking lot - see included map copy								
Address		City	State	Zip				
308 E. College Ave.		Appleton	WI	54911				
Are you requesting an "open concept" license?		No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>	Will minors be present?		No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>			
Describe actual location and dimensions of area to be licensed - Be precise!		Roped off area in parking lot. Wristbands to those over 21.						

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: *Jennifer L. Stephany*

FOR OFFICE USE ONLY

Dept.	Approve	Deny	By	Reason
Police				
Fire				
Health				
Inspection				
S&L	Council	Date Issued	Exp. Date	License Number

11-01-09

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911-4799

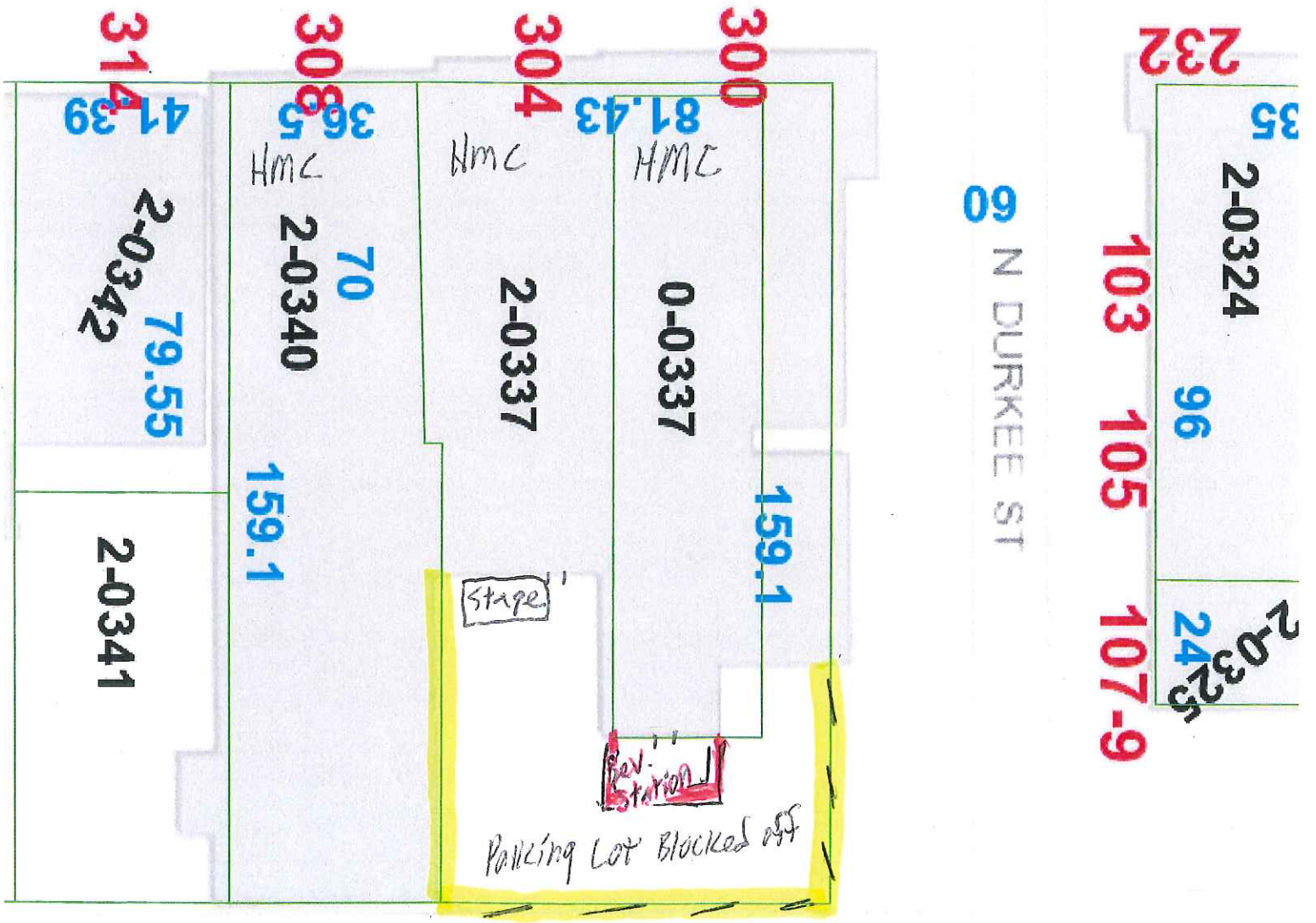
2/

300 E. College Ave

Show search results for 300...

85.1

E JOHNSON ST



60 N DURKEE ST

DURKEE ST

40ft

88°24'09"W 44°15'44"N

pleton, County of Outagamie, Esri, ...

Todd Heid 920-205-5200
Band Friday June 15th



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

FEES ARE NON-REFUNDABLE

License Fee - \$10.00 per event
Investigation Fee + 7.00
Total Amount Paid 17.00

Date Rec'd 5/30/18
Acct. 11030.4322
Acct. 100.2359
Receipt 4850168

Application for Special Class "B" License to Sell Fermented Malt Beverages at Picnics or Gatherings**The named organization applies for:**

- ☒ A temporary Class "B" license to sell FERMENTED MALT BEVERAGES at picnics or similar gathering under s. 125.26(6) Wis. Stats.
☒ A temporary Class "B" license to sell WINE at picnics or similar gathering under s. 125.51(10) Wis. Stats. (Limit 2 permits 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) CIVIC LEAGUE + ST BERNARDINE K/C #12269 Date Organized

Address 2331 E. HOOBES City Appleton State WI Zip 54915

Person in Charge of Event: Name: Last BOECKMAN First SCOTT Middle Initial P Date of Birth [REDACTED]

Address 1600 S. FIDELIS City Appleton State WI Zip 54915 Person in charge phone number: 920 428 2415

President Last Peterson First Marilyn Middle Initial J. Date of Birth [REDACTED] Male ☒ Female ☐

Address 2627 W. Parkmoor Ct City Appleton State WI Zip 54914

Vice President Last First Middle Initial Date of Birth Male Female

Address City State Zip

Secretary Last First Middle Initial Date of Birth Male Female

Address City State Zip

Treasurer Last First Middle Initial Date of Birth Male Female

Address City State Zip

SECTION 2 - EVENT INFORMATION SECTION

Date(s) of Event: Beginning 8/21/18 Ending: 8/21/18 Hours 5:00 AM PM 11:00 AM PM

Please describe the type of event you are going to have:

CIVIC LEAGUE ANNUAL CORN ROAST AND SUMMER DANCE

Do you plan to serve food at this event? No ☒ Yes ☐ If yes, contact the Appleton Health Department (920.832.6429)

Location where beer or wine will be sold:

Basement Cafeteria of ST. BERNARDINE School

Address 2331 E. HOOBES City Appleton State WI Zip 54915

Are you requesting an "open concept" license? ☒ No ☐ Yes Will minors be present? (Few) No ☒ Yes ☐

Describe actual location and dimensions of area to be licensed -

Be precise! School Cafeteria

If yes, how will you prevent minors from obtaining alcoholic beverages?

we will have an Appleton Licensed Bartender

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 [Signature] (Knights of Columbus #12269)

FOR OFFICE USE ONLY

Dept.	Approve	Deny	By	Reason
Police				
Fire				
Health				
Inspection				
S&L				
Council				
Date Issued				
Exp. Date				
License Number				

11-01-09 Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Return application to: City Clerk 100 North Appleton Street Appleton WI 54911-4700



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

FEES ARE NON-REFUNDABLE

License Fee - \$10.00 per event

Investigation Fee + 7.00

Total Amount Paid 17.Date Rec'd 6/4/18

Acct. 11030.4322

Acct. 100.2359

Receipt 48527.39**Application for Special Class "B" License to Sell Fermented Malt Beverages at Picnics or Gatherings**

The named organization applies for:							
<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 checked="" type="checkbox"/> A temporary Class "B" license to sell WINE at picnics or similar gathering under s. 125.51(10) Wis. Stats. (Limit 2 permits 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)						Date Organized	
NAMI Fox Valley						04/07/1981	
Address				City	State	Zip	
211 E. Franklin St.				Appleton	WI	54911	
Person in Charge of Event:				Name: Last	First	Middle Initial	Date of Birth
				Kumbier	Kathleen	M	
Address				City	State	Zip	Person in charge phone number:
2351 Fiesta Ct.				Neenah	WI	54956	
President	Last	First	Middle Initial	Date of Birth	Male	Female	
Address				City	State	Zip	
Vice President	Last	First	Middle Initial	Date of Birth	Male	Female	
Address				City	State	Zip	
Secretary	Last	First	Middle Initial	Date of Birth	Male	Female	
Address				City	State	Zip	
Treasurer	Last	First	Middle Initial	Date of Birth	Male	Female	
Address				City	State	Zip	
SECTION 2 – EVENT INFORMATION SECTION							
Date(s) of Event: Beginning 07 / 19 / 2018 Ending: 07 / 19 / 2018 Hours 6:00 AM (PM) 8:00 AM (PM)							
Please describe the type of event you are going to have: Fundraiser Summer Dinner							
Do you plan to serve food at this event? No (Yes) If yes, contact the Appleton Health Department. (920.832.6429)							
Location where beer or wine will be sold: Sacred Heart Parish							
Address				City	State	Zip	
222 E. Fremont Street				Appleton	WI	54915	
Are you requesting an "open concept" license? No (Yes)				Will minors be present? No (Yes)			
Describe actual location and dimensions of area to be licensed – Be precise!				If yes, how will you prevent minors from obtaining alcoholic beverages?			
Gymnasium at Sacred Heart Parish				Bartenders will check ID's			
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 correct to the best of their knowledge and belief.							
Signature of Officer				OFFICE OF CITY CLERK FILED JUN 04 2018			
FOR OFFICE USE ONLY							
Dept.	Approve	Deny	By	Reason			
Police							
Fire							
Health							
Inspection							
S&L	Council	Date Issued	Exp. Date	License Number			

11-01-09

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Return application to: City Clerk, 100 North Appleton Street, Appleton, WI 54911-4799



“Excellence in Police Service”

POLICE DEPARTMENT

222 South Walnut Street • Appleton, WI 54911-5899
(920) 832-5500

Date: June 6, 2018

To: Alderperson Lobner and Members of the Safety and Licensing Committee

Re: Request to approve a contract with All City Management Services to manage the City of Appleton Crossing Guard program.

In early 2017 we began discussions with the Appleton Area School District to review our School Resource Officer and Crossing Guard agreement and programs. The goal was to create a shared services agreement that covered both programs and ensured their sustainability and growth. We have had lengthy discussions on funding and staffing of these programs and how we could most efficiently provide the services. We are both committed to these programs and continue to have a great partnership; clearly we have a shared vision and philosophy. The agreement we reached increases the reimbursement from the school district for the School Resource Officer program by approximately **\$157,000 per year**, provides sustainability of both programs, and creates an opportunity to improve overall police services in the City of Appleton.

This process included a review of the management of the crossing guard program and consideration of other options available to us to address inefficiencies. Additionally, we needed to create an MOU that included crossing guards because we have not had one in place to protect the city. As part of this agreement we have, for the first time, received a formal commitment from the school district to fund 50% of the cost of the crossing guard program.

Crossing Guard Management

A major challenge in the program is the administration has fallen completely on the police department. This is costly and an inefficient use of resources. While the financial cost of the program is around \$175,000 a year, the actual cost of staffing and managing the program is significantly higher. We have attempted to estimate the costs of the administration and emergency staffing of this program, but it is difficult because of the inability to track time actually spent. We know our Support Services Lieutenant and Lead CSO spend hours daily managing the program. This service is provided at \$25.00 - \$45.00 an hour. We also know CSO's and Officers regularly are taken out of service to cover crossing guard duties, at a cost of \$14.00 - \$35.00 an hour.

We can only estimate these administrative and staffing needs cost our department an additional \$40,000 to \$50,000 a year of time and resources. Time spent doing these duties, both administrative and operational, takes employees away from other critical duties. Traffic enforcement around our schools is a priority for our day shift officers and is frequently a team goal. When officers are doing crossing guard duties they can't be working school zone traffic enforcement. Traffic complaints were also the one of the top issues identified in our recent community survey.



POLICE DEPARTMENT

222 South Walnut Street • Appleton, WI 54911-5899
(920) 832-5500

Human Resources has estimated their cost of recruitment and hiring crossing guards at several thousand dollars a year, depending on the number of hiring processes, and that is not counting the potential workers compensation issues. Time they spend in recruitment and hiring would be better spent working on a multitude of other issues and helping all departments stay fully staffed.

The council is aware of the additional demands the department has had placed on it in the last decade. We have done more with less, and continue to look for ways to creatively use our staff and resources to provide excellent police services. We have the same staff but now are challenged with dealing with the mental health crisis, school violence issues, opioid and a growing methamphetamine epidemic, homelessness and transient issues, immigration and racial justice issues, etc...

Our staffing plan and philosophy is a perpetual process of evaluation of needs and looking at a multitude of things before we request additional staffing. One of the cornerstones of the staffing plan is to look at alternate delivery systems that are more efficient so we can free staff to do more "police focused" duties. The contracting of services is something that both the school district and the city already do, and something that is growing in popularity in the area of crossing guard services.

A team of employees from Human Resources, Finance, Legal Services, and the Police Department created and put out a request for proposals (RFP) to contract out the administration of the crossing guard program. We received a response from the largest provider of crossing guard services in the country, All City Management Services (ACMS). An evaluation team reviewed and scored their proposal, checked references, and reviewed the language of the proposal. We are recommending contracting with ACMS to manage the crossing guard program, on a trial basis.

We have met with the current crossing guards and explained the reasoning behind the contract. We would still be involved in hosting training and coordinating with the contracted company on coverage, quality of service, and complaint resolution. ACMS has a business model that facilitates the transfer of current crossing guards to their employment, at the same or higher wage, and provides leadership opportunities for some of the current guards. We have reviewed their practices and are impressed with their service model. There are areas where we see some improvements over what we currently do, as would be expected with a company that specializes in a service.

I have attached some documentation from their proposal for your review. The timeline would be to have approval by the July 30th council meeting so that the transition can happen before this school year. The cost for year one is \$251,674; to cover our 50% portion for this year we would need an additional \$15,800. We have salary savings due to the unpaid unexpected military leave of one of our investigators. His leave will save us approximately \$58,800 in salary and benefits this year.

I'm requesting approval to contract with All City Management Services, on a trial basis and contingent on approval of final contract language by our Legal Services Department, to manage the City of Appleton Crossing Guard program. The contract is a three year contract with the first year annual cost of \$251,674, second year \$257,314, third year \$264,565. There is also an option for a two year extension upon written consent of both parties.

Please contact me if you have any questions. Thank you for your consideration.

Chief Todd Thomas

**City of Appleton Crossing Guard Program
(Estimated) Implementation Schedule / Major Milestones**

Contractor Notification	July 9, 2018
Contract and Insurance complete (Final Terms agreed to)	Jul. 16
City Council Approval	Jul. 30
City of Appleton/ACMS Planning Meeting (City Representatives, ACMS Team)	Jul. 31
Site Inspections complete	Jul. 30 – Aug. 6
ACMS confirms contact data for current guards	Jul. 30 – Aug. 6
Welcome Letters/ phone calls to existing guards (returning personnel determined)	Jul. 16 – Aug. 6
Sourcing and Recruiting efforts begun for Supervisors, Guards and Substitutes (Unofficial sourcing begins July 9, 2018)	Jul. 30
ACMS Transition Meetings with existing crossing guards, substitutes and new hires (Hiring completed Assignments / schedules confirmed Equipment delivered to guards)	Aug. 16
Additional Training needs delivered	Aug. 17 - 23
Guards re-contacted for assignment readiness	Aug. 27 - 31
City designees identified and Monthly Status Meetings agreed to	Aug. 9 - 23
Guards on site / Area Supervisors in field	Sept. 5
60 Day Review City of Appleton/ ACMS Team (next Review Meeting scheduled)	Nov. 5

Qualifications and Experience

All City Management Services, Inc. (ACMS) Serving over 250 cities, counties and school districts, we have successfully operated and managed both large and small Crossing Guard programs. ACMS currently employs over 5,000 Crossing Guards who are supported by over 150 locally assigned Area Supervisors.

While the size of our Company reflects our broad based knowledge and success in the industry, we understand that each agency, school district and community we serve comes with their own set of specific requirements and challenges. We are the only company that can legitimately claim extensive experience taking public service for Crossing Guards to a privately operated program.

Our understanding of the unique challenges presented by a crossing program; guard scheduling, geography, school locations and demographics, make us well qualified to meet the unique demands of your program. Our management team will meet with the City of Appleton personnel regularly to address needs and ensure all requirements are met.

Understanding that unexpected absences and tardiness can impact the safety of children we are charged with protecting. ACMS ensures that response of our Management Team through our Emergency Dispatch Hotline (available to employees 24/7); providing assurance that we will have adequate advance notice of potential absences (both planned and unplanned) to respond effectively.

Our ability to operate and manage the City of Appleton Crossing Guard program is supported by our success with the Sun Prairie program in Wisconsin and programs in neighboring states. Some of these programs include: Des Moines, IA; Bloomington, IL; Munster, IN; Cleveland Heights, OH, Grand Rapids, MI; Lansing, MI and Wyoming, MI.

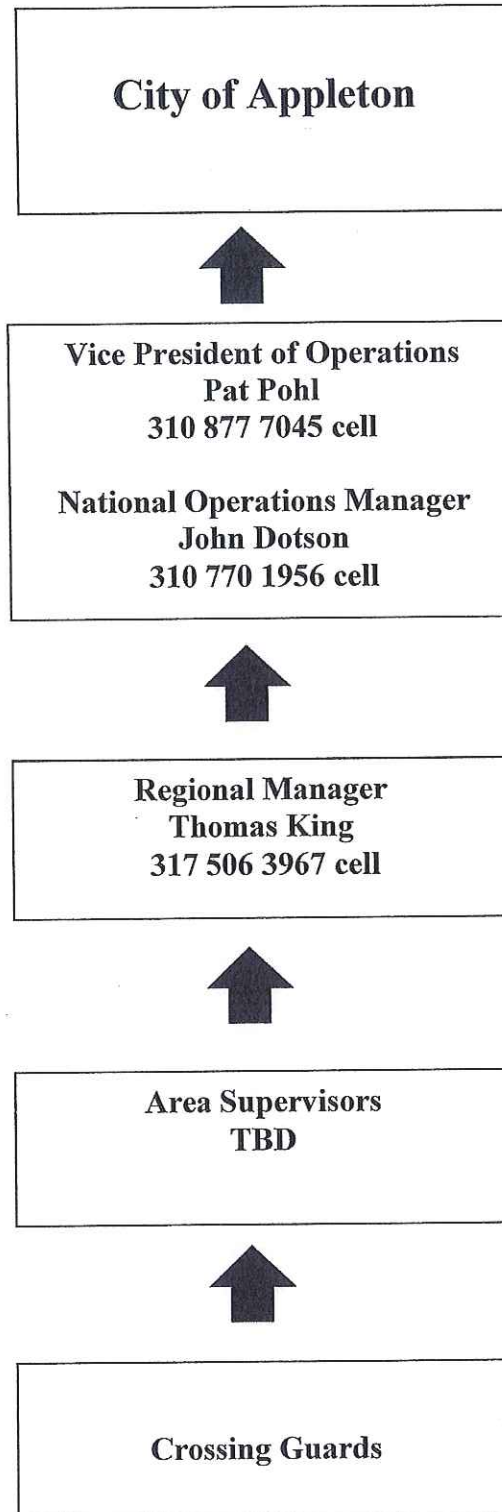
Our many other clients include: Portland, ME; Wallingford, CT; Danbury, CT; Depew, NY; Clay, NY; Gloversville, NY; Rye, NY; Freeport, NY; Ridgewood, NJ; Pottstown, PA; York, PA; Easton, PA; Elizabethtown, PA; Swatara Township, PA; Cleveland Heights, OH; Palm Beach Sheriff's, FL; Key Biscayne, FL; Kissimmee, FL; Olathe, KS; Overland Park, KS; Lenexa, KS; Shawnee, KS, Westwood, KS, Mission, KS; Prairie Village, KS; Corpus Christi, TX; Carrollton, TX; Las Vegas, NV; County of Los Angeles, CA and many others.

Another defining component that distinguishes ACMS as the industry leader is our focus on providing School Crossing Guard services. We are not a security guard company with a few clients based upon a low cost offering. Our singular area of service; "School Children Safety" enables all of our resources to be devoted to the development and delivery of programs that provide exceptionally high safety standards and client satisfaction.

It should be noted that ACMS has never lost a client agency due to the level of service provided.



ALL CITY MANAGEMENT SERVICES



Field Management Personnel

The most significant resources ACMS brings to any Crossing Guard program is the depth and scope of **management** provided by the years of experience brought by our operational management team. The community of Appleton will benefit from a team concept which consists of Area Supervisors, Regional Manager, National Operations Manager and our Vice President of Operations. Each Member of our management team is available 24 hours a day via cellular telephone. The following is a brief synopsis of the respective duties of each.

Area Supervisors (TBD): ACMS plans to deploy two (2) Area Supervisors for the City of Appleton program. They will handle all aspects of the daily supervision of the program of twenty seven (27) Crossing Guards and alternate pool. With support from the Regional Manager they will typically recruit, hire, train and provide personnel management for all the sites they oversee and will interface with school staff as needed. In addition to communicating with the City and School staff, they are responsible for ensuring each employee receives the proper number of Site Performance Evaluations and completed the Certification mandates. They will be available by telephone on all occasions for discussion with City staff and will be locally available for meetings in person upon 24-hour written or telephonic notice. Area Supervisors report directly to the Regional Manager.

Regional Manager (Thomas King): Thomas will serve as **Project Manager** and directly manage your Area Supervisors and provide training and support. He will also interface with the City of Appleton representative and School staff as needed. He will assist in the hiring of the Area Supervisors and Crossing Guards as well as the development and implementation of training programs and certification standards. Thomas has considerable experience as a Project Manager including programs in Wisconsin, Michigan, Indiana, Illinois and Ohio. He will ensure compliance with Company standards and City of Appleton expectations. Thomas King reports directly to National Operations Manager.

National Operations Manager (John Dotson): John has over 12 years in the industry providing field management and support for ACMS. He is responsible for the development and implementation of operational standards, training programs, safety instruction and compliance with all legal requirements and restrictions. Works Directly with Regional Manager to ensure all program standards are being met. John has extensive experience implementing and managing comparable and larger programs. He is responsible for initial training and orientation for all new client programs. John reports directly to Vice President of Operations.

Vice President of Operations (Pat Pohl): Pat has over 24 years of experience in this industry. Works with the General Manager on the development of training programs and implementation of safety standards. Coordinates the flow of information between operations and administrative staff. Reports directly to General Manager.

SCHOOL RESOURCE OFFICER AND CROSSING GUARD PROGRAMS

“EXCELLENCE IN POLICE SERVICE” TO OUR COMMUNITY



Compassion

Integrity

Courage



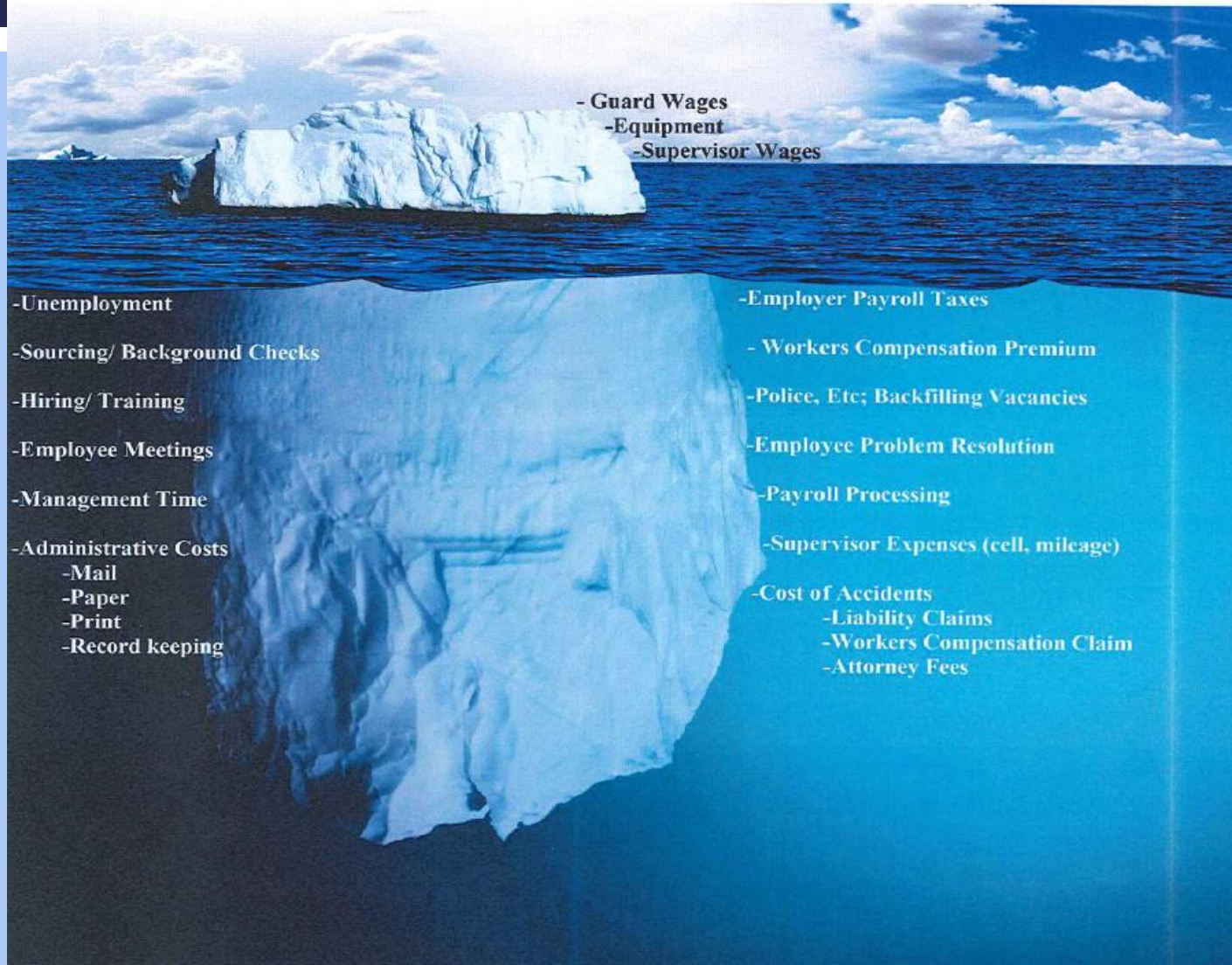
CHALLENGES - ISSUES

Committed to the Crossing Guard and SRO programs.

Crossing Guard Program

1. CG Program salary/benefits cost between \$175,000 - \$180,000, but the administrative costs of the program are entirely on the PD.
2. Our administrative costs are impossible to track but are easily over \$40,000 a year.
3. Staffing and managing program falls under Operations Unit, the same unit responsible for special events.
4. Special Events have been growing significantly in number and scope, and will continue to grow as the downtown develops and expands.
5. Staffing program is increasingly difficult, taxing our staff and Human Resources.
6. No contract in place regarding crossing guards; nothing committing the SD to continuing with its contribution for crossing guard program.

Total Crossing Guard Program Costs



CHALLENGES - ISSUES

SRO Program

1. SRO program salary and fringes are over \$1.3m, contribution from AADS had been around 27% based on our old agreement.
2. 12 SRO's assigned, over 10% of our sworn staff, highest per student in the state.
3. Review and comparison to other programs across the state indicated the contribution from AASD was significantly low.
4. Staffing demands – the only specialty positions we can possibly pull from to staff patrol is the SRO program.
5. We don't receive any contribution for Lt. Frisch position, vehicles, equipment, computers, or training; 100% on PD.
6. Demands for training of SRO's continues to grow, additional demands of school safety and using SRO's as trainers also continue to grow.
7. Conclusion – program was not sustainable under this model.

PROGRAM HISTORY

Demands on PD increased

1. Do “more with less” and “just one more thing.”
2. Calls for Service increasing steadily and the complexity of calls and investigations are taking more time.
3. The mental health challenges and impact of drugs continue to grow and demand resources.
4. Staffing of crossing guard positions for sick calls/shortages pulls officers off the street.
5. Community Survey – drugs, traffic issues, reckless driving, speeding in school zones were major issues that community wants us to focus on.
6. Crossing Guard service is being provided at the cost of our highest paid officers, when our staffing is smallest (arrival) or busiest (dismissal).

The current model was not efficient or sustainable; administration of the program is inefficient and costly. Highly paid sworn supervisors, employees, and police officers doing duties, in addition to their primary duties, which would be better done by a civilian specialist.

TIMELINE

End of 2017/2018 School year current agreement expired

Early 2017 - discussions with AASD.

- We completed an analysis of other SRO agreements and comparable sized agencies and school districts.
- We approached AASD to look at the possibility of taking over administration of the CG program. They were unable to take it over, but were agreeable to pursuing contracting the service out.
- Continued discussions led to a verbal agreement on increasing the reimbursement from AASD for SROs to 40%, and a commitment from them to pay 50% cost of contracted crossing guard program.
- I spoke with WI Police Executive Group of similar sized departments. A couple had already contracted out, and some had turned over administration to their school district. Their reasons for doing it were the same issues and concerns we have.

TIMELINE

End of 2017/2018 School year current agreement expired

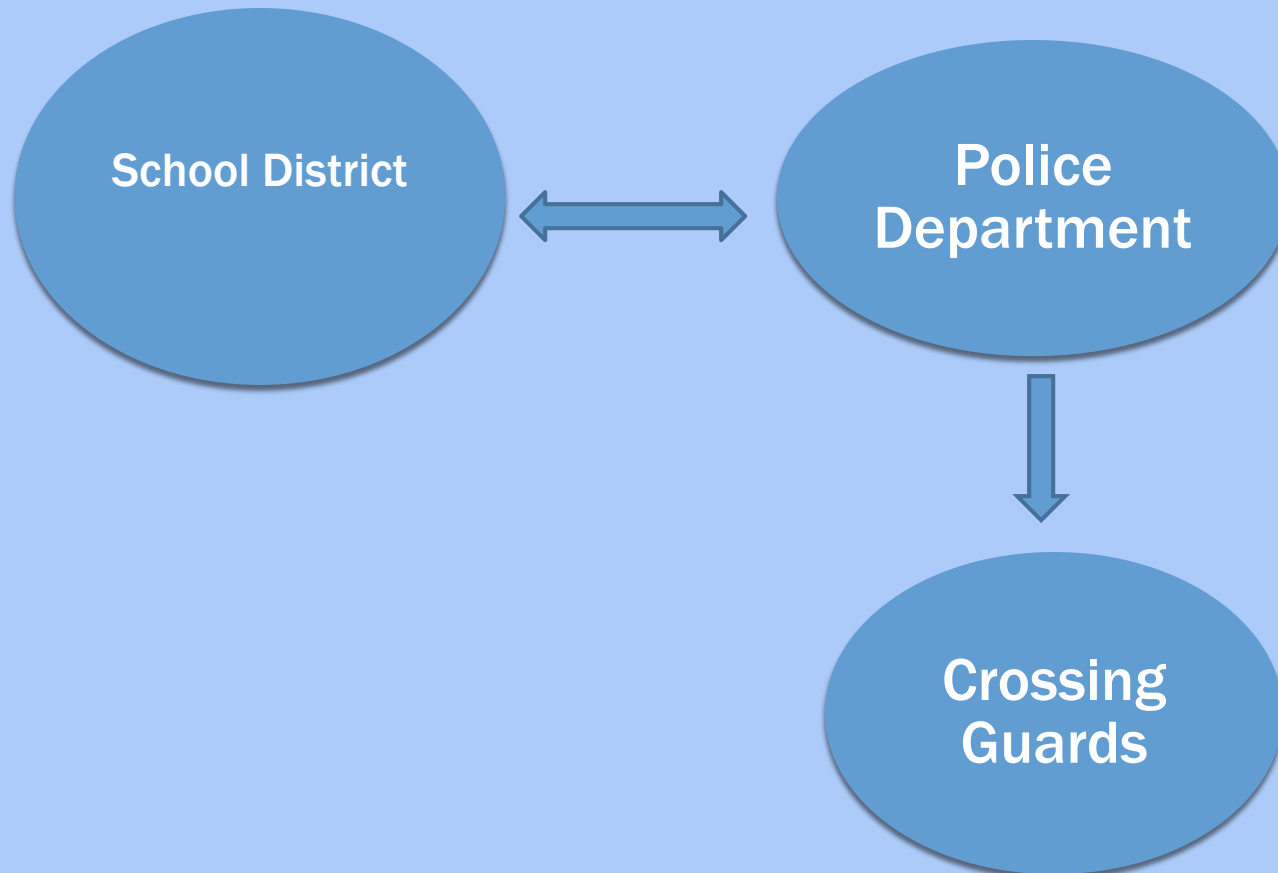
April 20, 2018, Meeting with current Crossing Guards

- Notified them our number one priority was to keep all crossing guards.
- Goal is that the students/parents would not notice a difference.
- We explained reasons behind it and that tht we would will still be actively involved and have a department liaison for the provider.
- Very few questions or concerns brought forward.

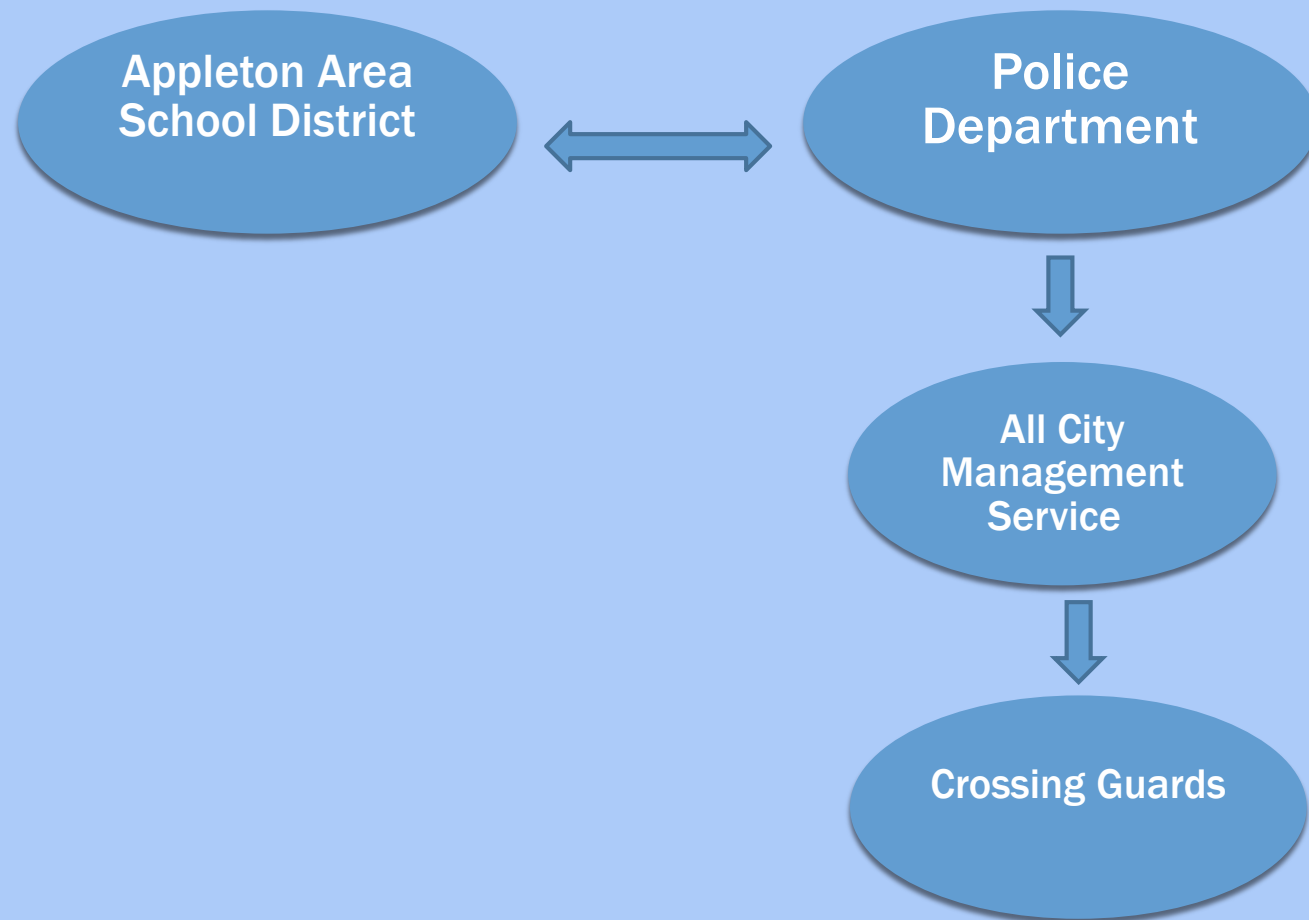
Early 2018 - Work group (PD/HR/Law/Finance) develop an RFP.

- Proposal returned from nations leading provider reviewed.
- Work group and Police recommend approval of a three year agreement, with option for two year extension with approval of both parties.
- Terms include a termination option – we can terminate the contract with written 30 day notice if provider not fulfilling obligations.

CROSSING GUARD PROGRAM - CURRENT



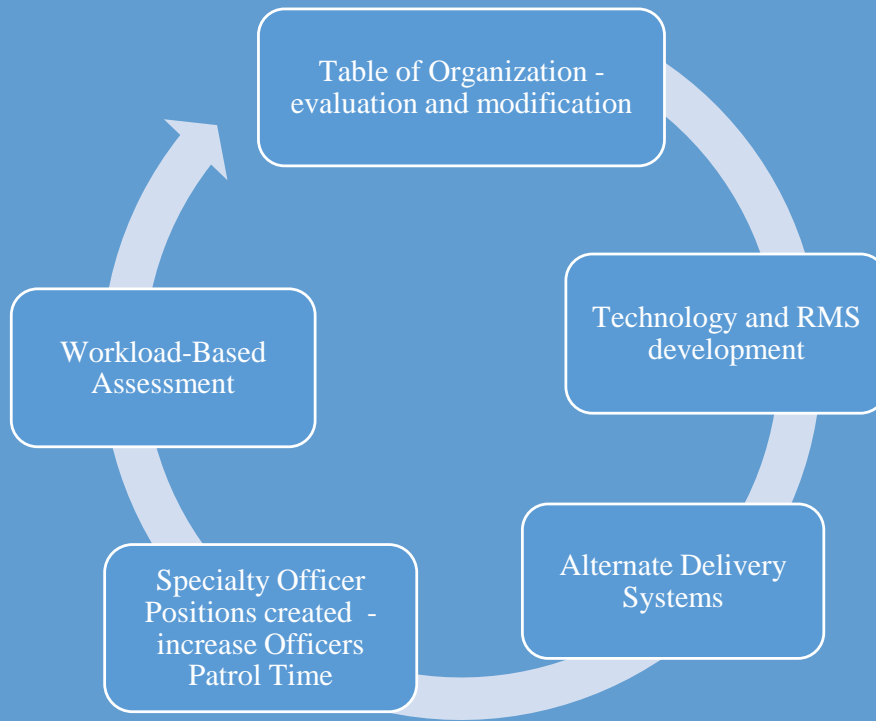
CROSSING GUARD PROGRAM – PROPOSED CONTRACTED ADMINISTRATOR



The responsible staffing of a public safety agency is an ongoing process of evaluating service and needs, adjusting to changing needs and requirements, developing alternatives to respond to those needs and only when necessary adding staffing to those areas to address the needs.

STAFFING PLANNING

A continuous cycle of evaluating and responding



Compassion

Integrity

Courage



Financial impact - SRO

- \$157,000 increased revenue from AASD

Financial impact – contracting Crossing Guards

- Costs increase approximately \$70,000
- Split 50/50 with the AASD.
- PD - additional expense of approximately \$35,000 per year.

Benefits

- ✓ Cost savings and reduced liability.
- ✓ Indemnification clauses added for SRO program.
- ✓ Specialists managing the CG program - potential improvements.
- ✓ Recruitment, backgrounds, hiring, and training time eliminated.
- ✓ Administration and supervision time and costs eliminated.
- ✓ If we have to fill open positions they will be billed to ACMS at actual police officer wage.
- ✓ Supervisor, Officers and CSO's freed up to do their primary duties.
- ✓ Opportunity to review Operations TO – potential of additional cost savings by restructuring the duties (additional \$20K).

Compassion

Integrity

Courage





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

**APPLETON FIRE DEPARTMENT
700 N. DREW STREET
APPLETON, WI 54911**

MEMORANDUM

To: Mayor Timothy Hanna
Kyle Lobner, Chair - Safety & Licensing Committee
& Common Council

From: Darrel Baker, Deputy Chief/Interim Fire Chief

Date: June 07, 2018

Re: Temporary Discontinuance of Automatic Aid with Neenah-Menasha Fire & Rescue

The City of Appleton and Neenah-Menasha Fire and Rescue have been participating in an automatic aid agreement since early 2011 for emergency medical services and structure fires. The departments have been providing the citizens of Appleton and Neenah-Menasha a seamless strategy to emergency response that has helped reduce response times and provide quality service to our taxpayers without increasing costs. In addition, the department continues to participate in automatic aid with Grand Chute Fire Department for structure fires.

As you know, both Outagamie County and Winnebago County will be transitioning to a new computer-aided dispatch (CAD) system in the coming months. The new systems will have a 'CAD to CAD' interface allowing them to work together to continue the automatic aid dispatch based on both global positioning systems (GPS) and automatic vehicle location (AVL). Outagamie County is currently planning a 'go live' date of Monday, June 25th for their new CAD system. Unfortunately, Winnebago County has established their 'go live' date for later in August. During this timeframe, the CAD systems will be unable to communicate with one another; thus, making automatic aid impossible with Neenah-Menasha Fire and Rescue. The automatic aid responses between the City of Appleton and the Town of Grand Chute will not be affected.

The chief officers of both departments have discussed this issue and agreed that the framework is in place to request mutual aid should the need arise. The temporary discontinuance of automatic aid is unfortunate; however, it was difficult to avoid when transitioning an entire CAD system for two different agencies.

If you have any questions or concerns, please do not hesitate to contact me at (920) 832-5810. Thank you!