



# City of Appleton

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

## Meeting Agenda - Final-revised Safety and Licensing Committee

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Wednesday, July 11, 2018

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[18-1031](#) Approval of minutes from previous meeting

**Attachments:** [S&L Minutes 6-13-18.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[18-1003](#) Taxi Cab Driver's License application of Walter C. Sparks, W6193 Long Court.

**Attachments:** [Walter C. Sparks.pdf](#)  
[SL Denial- Sparks 7-11-18.pdf](#)

[18-1034](#) Operator's Licenses

**Attachments:** [Operator's Licenses for 07-11-2018 S&L.pdf](#)

[18-1035](#) Renewal Operator's Licenses

**Attachments:** [Renewal Operator's Licenses for 07-11-2018 S&L.pdf](#)

[18-1016](#) "Class B" Beer/Liquor License application of MJ Author's Kitchen, d/b/a Author's Kitchen & Bar, Joshua D. Sickler, Agent, 201 N. Appleton St., contingent upon approval from all departments.

**Attachments:** [MJ Authors Kitchen application.pdf](#)

[18-0978](#) "Class B" Beer/Liquor License application of Medley Taverns, LLC d/b/a Fox River House, 211 S. Walnut Street, Steven K. Olson, Agent, contingent upon approval from all departments.

**Attachments:** [Medley Taverns LLC application.pdf](#)

[18-0936](#) "Class B" Beer/Liquor License temporary Premise Amendment application of Dairyland Brew Pub, Dorri Schmidt, Agent, 1216 E. Wisconsin Ave., contingent upon approval from all departments.

**Attachments:** [Dairyland Brew Pub 2 application.pdf](#)

[18-0926](#) "Class B" Beer/Liquor License Premise Amendment of Wilder's Bistro, Terrance Wilder, Agent, 2639 S. Oneida St. Suite #1, contingent upon approval from all departments.

**Attachments:** [Wilder's Bistro application.pdf](#)

[18-0943](#) Class "B" Beer & "Class C" Wine License temporary Premise Amendment of Tempest Coffee Collective, 181 S. Riverheath Way, Ste 1100, Tyler Lonadier, Agent, contingent upon approval from all departments.

**Attachments:** [Tempest Coffee Collective temp. amendment application.pdf](#)

[18-0906](#) Reserve "Class B" Beer/Liquor License application, Change of Agent, Player 2 LLC, 215 E. College Ave., Marissa R. Emerson, Agent, contingent upon approval from Police Department.

[18-0939](#) Special Class "B" Beer/Wine License application of Fox Valley Vietnam Veterans Association, David G. Willems, Person in Charge, July 20, 2018, contingent upon approval from all departments.

**Attachments:** [Fox Valley Vietnam Veterans Association application.pdf](#)

[18-0942](#) Special Class "B" Beer License application of Outagamie County Historical Society Inc., Brad D. Cebulski, Person in Charge, 330 E. College Ave., August 2 - 4, 2018, contingent upon approval from all departments.

**Attachments:** [Outagamie County Historical Society application.pdf](#)

[18-0960](#) Special Class "B" Beer License application of Sacred Heart Church, David J. Erickson, Person in Charge, 222 E. Fremont Street, contingent upon approval from all departments.

**Attachments:** [Sacred Heart Church application.pdf](#)

[18-0935](#) Special Class "B" Beer/Wine License application of Appleton League of Women Voters, Susan B. Siltan, Person in Charge, 2600 Phillip Lane, August 23, 2018, contingent upon approval from all departments.

**Attachments:** [Appleton League of Women Voters application.pdf](#)

[18-0972](#) Special Class "B" Beer License application of Fox Valley Heat, Eric J. Mueske, Person in Charge, 1620 E. Witzke Blvd., contingent upon approval from all departments.

**Attachments:** [Fox Valley Heat application.pdf](#)

[18-1032](#) Special Class "B" Beer License applications filed after the agenda was published.

[18-0961](#) Salvage Dealer License Renewal application of Mach IV Motors LLC, Kara L. Tullberg, Applicant, 600 E. Hancock St., contingent upon approval from all departments.

[18-0959](#) Taxi Cab Company License Renewal application of Apple Valley Taxi LLC, James D. Jacobs, 1831 N. Bennett Street.

[18-0598](#) Resolution #3-R-18 Solicitation Hours

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

**Legislative History**

4/25/18	Safety and Licensing Committee	referred
5/9/18	Safety and Licensing Committee	held
5/23/18	Safety and Licensing Committee	held

[18-0964](#) Switch from IFC 2009 edition to IFC 2015

**Attachments:** [Memo to go to IFC 2015.pdf](#)

[18-1006](#) Request to implement Central Count for the processing of Absentee Ballots on Election Day

**Attachments:** [Absentee Central Count Memo 7-2018.pdf](#)

[DRAFT Central Count Ordinance.pdf](#)

## 6. Information Items

[18-1007](#) 2017 Special Event Costs

**Attachments:** [Special Events Expense 2017.pdf](#)

[2017 Special Event Costs - PD.pdf](#)

[18-0927](#) Special Events:  
Refuge Foundation for the Arts - Refuge Block Party - Houdini Plaza - June 24, July 29 and September 23, 2018  
National Eating Disorder Association - Fox Valley NEDA Walk - Pierce Park - June 24, 2018  
The A.R.T.S. Incorporated - Family Fun Day - Alicia Park - June 30, 2018  
Appleton Area Jaycees - Fireworks - Memorial Park - July 3, 2018  
Bigger Productionz - Hip Hop for Humanity - Pierce Park - July 15, 2018  
Fox Cities Kiwanis Club - Annual Car Show - Pierce Park - July 22, 2018  
The Trout Museum - Art at the Park - City Park - July 29, 2018  
Mile of Music - Houdini Plaza/Creative Parklet/Washington Square/Ormsby Hall - August 2-5, 2018  
The Building for Kids Children's Parade - Houdini Plaza & College Avenue - July 25, 2018  
Fox Valley Pagan Pride Music Fest - Pierce Park - July 28, 2018

[18-1030](#) Director's Reports:  
City Clerk  
Deputy Fire Chief  
    - New Fire Chief beginning 07/16/2018 update  
    - New Fire Engine due in 2018 update  
    - New Records Management Systems (RMS) update  
    - New Computer Aided Dispatch (CAD) System update  
Police Chief  
    - K9 Fundraiser and Replacement  
    - RMS Go Live Update

[18-1033](#) 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](http://www.appleton.org)

## Meeting Minutes - Final Safety and Licensing Committee

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Wednesday, June 13, 2018

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*The meeting was called to order at 5:57 p.m. by Vice Chair Williams.*

2. Roll call of membership

**Present:** 4 - Konetzke, Williams, Reed and Siebers

**Excused:** 1 - Lobner

3. Approval of minutes from previous meeting

[18-0842](#)

Approval of minutes from previous meeting

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

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

**Aye:** 4 - Konetzke, Williams, Reed and Siebers

**Excused:** 1 - Lobner

4. Public Hearings/Appealances

5. Action Items

[18-0799](#)

Operator's License application of Oliver W. Williams, 1901 N. Appleton Street.

**Attachments:** [Oliver W. Williams.pdf](#)  
[SL Denial- Williams 6-13-18.pdf](#)

**Konetzke moved, seconded by Reed, that the Operator License be recommended for denial. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Konetzke, Williams, Reed and Siebers

**Excused:** 1 - Lobner

[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](#)

Siebers moved, seconded by Konetzke, that the Request to Contract Out Crossing Guard Services be recommended for approval. Roll Call. Motion carried by the following vote:

**Aye:** 4 - Konetzke, Williams, Reed and Siebers

**Excused:** 1 - Lobner

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

Konetzke moved, Reed seconded, to recommend approval of the balance of the agenda. The motion carried by the following vote:

**Aye:** 4 - Konetzke, Williams, Reed and Siebers

**Excused:** 1 - Lobner

[18-0840](#)

Operator's Licenses

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

This Report Action Item was recommended for approval.

[18-0841](#)

Renewal Operator's Licenses

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

This Report Action Item was recommended for approval.

[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](#)

This Report Action Item was recommended for approval.

[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.

**This Report Action Item was recommended for approval.**

[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.

**This Report Action Item was recommended for approval.**

[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](#)

**This Report Action Item was recommended for approval.**

[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](#)

**This Report Action Item was recommended for approval.**

[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](#)

**This Report Action Item was recommended for approval.**



[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](#)

**This Report Action Item was recommended for approval.**

[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](#)

**This Report Action Item was recommended for approval.**

[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](#)

**This Report Action Item was recommended for approval.**

[18-0869](#)

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

**There were none filed.**

[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.

**This Report Action Item was recommended for approval.**

[18-0824](#)

Pet Store/Kennel License Renewal application of Petco #1656, 3829 E. Calumet St., contingent upon approval from all departments.

**This Report Action Item was recommended for approval.**

[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.

**This Report Action Item was recommended for approval.**

[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.

**This Report Action Item was recommended for approval.**

[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.

**This Report Action Item was recommended for approval.**

[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.

**This Report Action Item was recommended for approval.**

## **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-Menasha - 5-30-2018.pdf](#)

[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

**Siebers moved, seconded by Reed, that the meeting be adjourned at 6:46 p.m.****Roll Call. Motion carried by the following vote:****Aye:** 4 - Konezke, Williams, Reed and Siebers**Excused:** 1 - Lobner



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

# LICENSE APPLICATION for TAXICAB/LIMOUSINE DRIVER'S LICENSE

## FEES ARE NON-REFUNDABLE

License fee \$50.00  
Investigation fee \$ 7.00  
Total fee paid \$ 57.

Date Recv'd 6/14/18

Acct. 11030.4321

Acct. 100.2359

Receipt 4857795

☒ Original Application

☐ Renewal - License # \_\_\_\_\_

## SECTION 1 - APPLICANT INFORMATION

WALTER C. SPARKS

Applicant Name (Last, First, MI)

Maiden

Street Address

City

State

Zip

Driver's License Number

State License issued in

Are you a Citizen of the United States? ☒ YES ☐ NO

Date of Birth

Sex

Home Phone Number

Cell phone Number

Previous address - if less than 2 years at present address:

City

State

Zip

Company Employed by

Date hired

Number of years you held a D/L

## SECTION 2 - CONVICTION RECORD

Has your license EVER been revoked or suspended?

YES

☒ NO

If Yes, when and for what reason?

Is your present driver's license a restricted occupational license?

YES

☒ NO

If Yes, please explain:

Within the last 5 years have you been convicted of operating a motor vehicle while intoxicated?

YES

☒ NO

If Yes, please explain:

Have you been convicted of more than three moving violations in the past year?

YES

☒ NO

If Yes, please explain:

Have you had more than three traffic accidents in the past year regardless of fault?

YES

☒ NO

If Yes, please explain:

Have you held a driver's license in another state in the past 5 years? YES

☒ NO

If Yes, please explain:

Have you EVER been convicted of a felony or misdemeanor?

☒ YES

NO

If Yes, please explain in detail:

3rd degree felony sexual assault on intoxicated woman - 2012

## 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.

Applicant's Signature

## FOR OFFICE USE ONLY

Date sent to APD:

Approve

Deny

By

Reason

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

Date issued

Exp. date

License Number

**Appleton Police - Consideration for Denial**  
**(electronic copy sent to LT Miller and Kami Lynch)**

Applicant	License Type	Offense	Type	Offense Date	Conviction Date
Walter C Sparks 11/20/49	Taxi	3rd Degree Sexual Assault	Felony	06/19/12	4/30/13

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Operator's Licenses for 7/11/18 S & L

Approved

Hillary M. Breidel	215 Gabriel Lane, Hortonville
Alexandria H. Jacobsen	320 Wilson Avenue, #6
Haley M. Kahler	1015 ½ E. Pacific Street
Sara V. Larson	1420 Ridgeview Lane, Little Chute
Shelbie L. Matingly	1515 W. Wisconsin Avenue, #3
Crystal M. Much	1690 Gateway Meadows Lane, Neenah
Madeleine M. Platten	5 Olde Paltzer Lane
Aidan D. Quinn	1147 Glenayre Drive, Neenah
David J. Rasmussen	3437 N. Richmond Street
Raven A. Wilson	1002 N. Morrison Street
Richard G. Wyngaard	850 2 <sup>nd</sup> Street, Menasha
Nancy L. Beavers	2105 Camelot Court, #5
Jarrold J. Bichler	142 Frances Street, Kaukauna
David T. Bogen	4500 N. Providence Avenue, #9
Gage A. Cahoon	1102 E. Northwood Drive
Ashley A. Carrow	4200 N. Woodridge Drive
Megan K. Charles	1701 S. Derks Drive
Paul M. Davies	590 County Road G, Neenah
Heather M. Douglas	N8115 State Hwy 187, Shiocton
Brenda Duran	1311 E. Pershing Street
Eryn E. McCloy	W8705 Pheasant Run, Hortonville
Gilber Frias	1221 W. Packard Street
Brandon G. Fritsch	205 Oak Street, Kaukauna
Rachel A. Garcia	33 Newberry Court
Lanny M. Gile	1116 N. Harriman Street
Lucy Hang	119 E. Wilson Avenue
Toni Hangartner	W3279 Heartland Court
Brenda K. Hansen	511 E. Atlantic Street
Rachel M. Kubiak	969 Kernan Avenue, Menasha
Evan J. Kueth	212 Lorraine Avenue, Neenah
Jason M. Kunz	728 N. Fernmeadow Drive
Sarah M. Lenz	420 S. Harriet Street, Kimberly
Molly M. McCourtney	523 N. Camellia Lane
Tonya L. McNeese	838 E. Washington Street
Travis S. Menard	206 E. 9 <sup>th</sup> Street, Kaukauna
Jessica M. Mitchell	804 E. Mable Street
Bailey J. Morton	1254 Green Acres Lane, Neenah
Matthew R. Moscinski	4920 N. Sourapple Drive
Tori A. Mourning	112 E. Franklin Street
Ryan P. Oslund	3146 Harvard Court
Hannah G. Rehberger	114 W. Pacific Street
John D. Reynolds	1212 Woodland Court

Maria C. Reynoso  
Tammy L. Phillips  
Alyssa M.J. Scudder  
Upinderjit Singh  
Tina L. Witt  
April M. Worm  
Chun Liu Xue

1113 E. Sylvan Avenue  
N9332 Exploration Avenue  
3018 N. Drew Street  
4052 Cattail Court  
1423 Knapp Street, Oshkosh  
236 E. McArthur Street  
714 E. Florida Avenue

Renewal Operator's Licenses for 7/11/18 S & L

Approved

Rebecca J. Anderson	1502 N. Appleton Street
Andy J. Armstrong	1610 E. Fremont Street
James D. Coromel	1752 Burgoyne Court, #23, DePere
Jacqueline D. Dahlke	717 Appleton Road, Menasha
Jason J. Guenzel	408 E. James Street
William T. Harrison	512 Cortland Court, Kimberly
Joseph M. Montour	115 E. 1 <sup>st</sup> Avenue, #10
Jordan M. Murray	719 W. Oklahoma Street
Carrie E. Rovney	1840 W. Weiland Lane, #1
Danielle L. Strand	1618 W. Spencer Street
Susan J. Vander Maazen	621 ½ W. Third Street
Joshua D. Young	701 E. Pershing Street
Rochelle A. Andrew	2401 Great Plains Drive, Neenah
Leah M. Anthony	809 ½ Racine Street, Menasha
Kevin R. Armstrong	W2650 Barney Court
April M. Arndt	2312 Southwood Drive, #4
Bruce R. Bartels	1829 E. John Street
Sara P. Bichel	2307 N. Gillette Street
JoAnne J. Blank	1519 S. Kernan Avenue
Shae M. Boelter	2500 Sullivan Avenue, #3, Kaukauna
Michael S. Brochtrup	210 Royal Court, #8
Alan P. Brockman	W5731 Skippers Lane
Lori J. Brockman	W5731 Skippers Lane
Samantha L. Bronge	215 Howard Drive, Hortonville
Darrin J. Burton	1420 Washington Street, Lot 53
Jesse A. Chase	721 E. Coolidge Avenue
David M. DeRidder	1520 W. 4 <sup>th</sup> Street, Kimberly
Luke J. Dessart	148 Sally Street, Seymour
Courtney A. Endres	600 S. Westland Drive, #N
Jessica M. Endres	600 S. Westland Drive, #N
Garrett T. Ertman	2625 S. Harmon Street
Candice L. Faust	1724 W. Highland Avenue
Chumruen Dhoy Fongkrasin	2330 S. Walden Avenue, #5
Steven J. Hartman	1035 Purple Sage Court, Menasha
Jonathan L. Hatch	1401 S. Driscoll Street, #207
Dana J. Hoewisch	734 N. Mayflower Drive, #10
Wendy A. Hofmeyer	N7834 Edgewater Court, Sherwood
Angela M. Jochman	1912 N. Richmond Street
Joanne M. Kizewski	1339 W. Washington Street
Andrew J. Kratz	501 E. Sheffield Lane
Shaun M. Krueger	103 ½ W. Fond du Lac Street, Ripon
Stephanie M. Lahti	522 ½ 9 <sup>th</sup> Street, Menasha



Cherie L. Laurent  
Peter J. Lettermann  
Lucas C. Maggard  
Nancy A. Mauel  
Amber L. Merkel  
Peggy A. Moehn  
Nicole M. Montes  
Olivia A. Olsen  
Michelle L. Palmer  
Bobby M. Pegues  
Courtney L. Schuh  
Amanda M. Settle  
Gurpreet Singh  
John D. Strange  
Mark A. Thürow  
Jason P. Vandenberg  
Sheryl L. Vandenberg  
Steven M. Walsh  
Courtney J. Wendt  
Timothy L. West

409 Valley Road, #202  
611 Van Buren Street, Little Chute  
1702 E. Capitol Drive  
1519 N. Douglas Street  
112 Lamplighter Drive, #2, Kaukauna  
1108 Jennifer Court, Chilton  
2530 Barbara Avenue  
2115 N. Cloudview Drive  
1322 W. Hiawatha Drive  
3200 E. Canary Street, #3  
W5779 Cty Rd Kk  
1422 W. Oakcrest Drive  
4052 Cattail Court  
W3435 Equestrian Trail  
1015 School Avenue, Oshkosh  
612 E. South River Street  
1512 S. Bartell Drive  
517 N. Morrison Street  
823 ½ W. Lorain Street  
W5471 Trailwood Lane

# ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

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

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

County of Outagamie Aldermanic Dist. No. \_\_\_\_\_ (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):

M.J. Authors Kitchen 629 12th Menasha WI 54952

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>Joshua D Sickler</u>	<u>629 12th St Menasha WI</u>	<u>54952</u>
Vice President/Member		<u>Matias Whittington</u>	<u>419 E Pershing St Appleton</u>	<u>54911</u>
Secretary/Member				
Treasurer/Member				
Agent		<u>Joshua D Sickler</u>		
Directors/Managers				

3. Trade Name Authors Kitchen's Bar Business Phone Number \_\_\_\_\_  
4. Address of Premises 201 N Appleton St Post Office & Zip Code Appleton 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 WISCONSIN and date \_\_\_\_\_ 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.) 3000 sq ft - first floor and basement  
10. Legal description (omit if street address is given above): \_\_\_\_\_  
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? 11 Angelo  
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) 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 June  
Cathy Bolwerk  
Notary Public, State of Wisconsin  
My commission expires My Commission Expires January 23, 2021

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

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

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

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6-29-18</u>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

# ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

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

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

County of Outagamie Aldermanic Dist. No. 11 (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): Medley Taverns, 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>President</u>	<u>Steven K Olson</u>	<u>415 W Parkway Blvd Appleton 54911</u>
Vice President/Member	<u>Vice President</u>	<u>Timothy P Ceman</u>	<u>1603 N Division St Appleton 54911</u>
Secretary/Member			
Treasurer/Member			
Agent	<u>Steven K Olson</u>	<u>415 W Parkway Blvd Appleton WI 54911</u>	
Directors/Managers			

3. Trade Name Fox River House Business Phone Number 920-574-3950  
4. Address of Premises 211 S. Walnut St Appleton 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 06/13/18 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.) First floor bar with taps + cooler/patio bar w/cooler

10. Legal description (omit if street address is given above):  
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? Fox River House  
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 18 day of JUNE  
Cathy Bolander  
(Clerk/Notary Public)  
Notary Public, State of Wisconsin  
My commission expires My Commission Expires January 23, 2021

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

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

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

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6-28-18</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"

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

**FEES ARE NON-REFUNDABLE**

License Fee \$ 10.00  
Receipt 4858155

Date Recv'd 6/15/18  
Acct. 11030.4306

**SECTION 1 - LICENSE INFORMATION**

Name of Establishment Dairyland Brew Pub

Address of Establishment 1216 E. Wisconsin Ave.

920 903-9708

Name of Agent Dorri Schmidt

Phone Number  
920-860-9680

**SECTION 2 - PREMISE AMENDMENT**

Please describe the change in premises:

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

Alcohol allowed for a spray painting class  
with instructor called "wine & sunshine". Left side  
of building (west) X T X front

Is this change Permanent?

☐ YES

☒ NO

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

Wine sampling during spray painting  
class

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

July 8th 2pm - 10 pm.

**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: Dorri Schmidt

**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



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.....enhancing quality of life"

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

**FEES ARE NON-REFUNDABLE**

Date Recv'd 6/14/18

License Fee \$ 10.00

Acct. 11030.4306

Receipt 4857416

**SECTION 1 - LICENSE INFORMATION**

Name of Establishment

WILDER'S BISTRO

Address of Establishment

2639 S. ONEIDA ST. SUITE #1

Name of Agent

TERRANCE WILDER

Phone Number

(920) 840-6333

**SECTION 2 - PREMISE AMENDMENT**

Please describe the change in premises:

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

THE PATIO WILL BE EXTENDED TO ALLOW ACCESS TO IT THROUGH  
WILDER'S BISTRO

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:

7/18 - 10/18 (WEATHER PERMITTING)

**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.

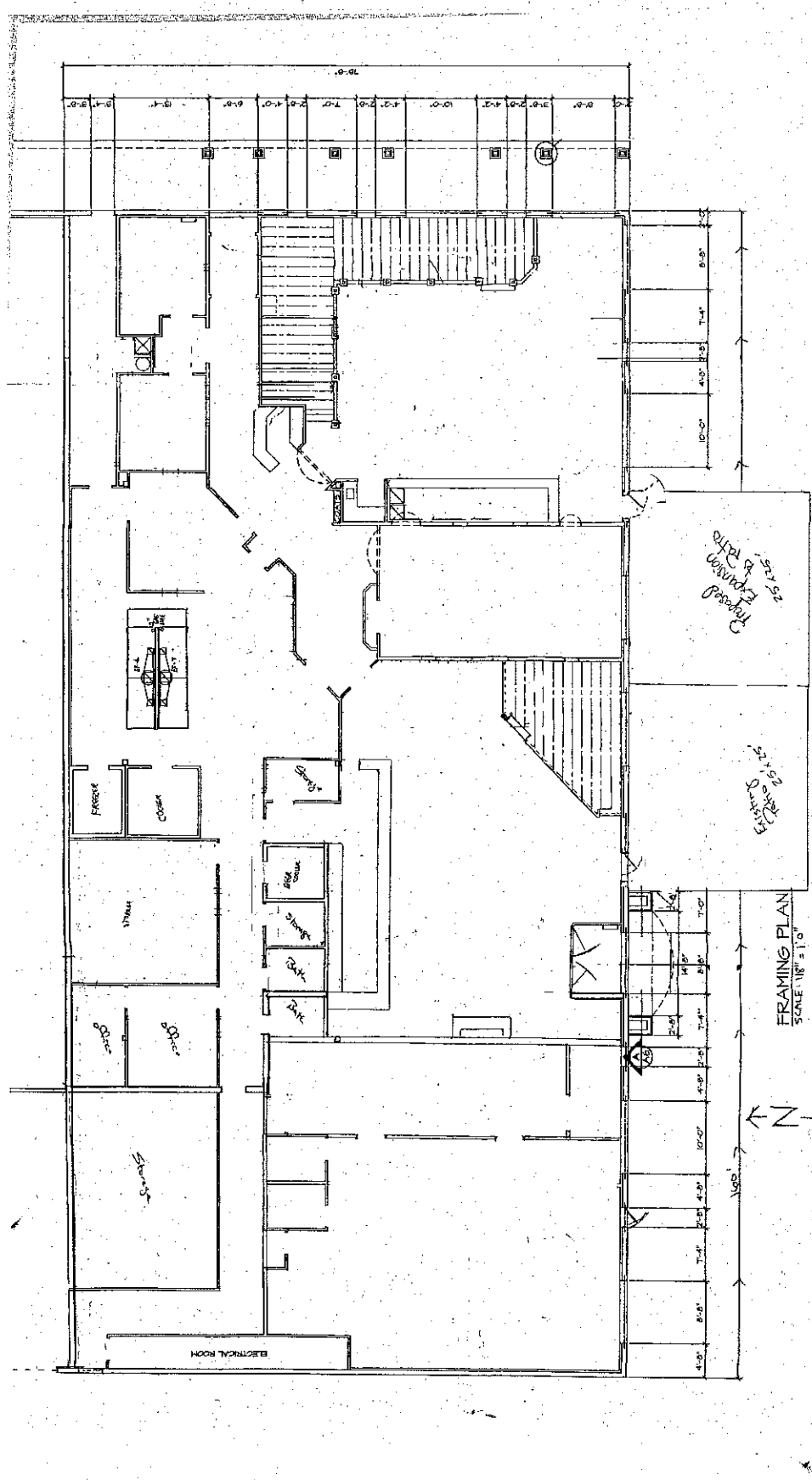
Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant:

Terrence Wilder

**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





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

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

**FEES ARE NON-REFUNDABLE**

Date Recv'd 6/18/18

License Fee \$ 10.00

Acct. 11030.4306

Receipt 4858971

**SECTION 1 – LICENSE INFORMATION**

Name of Establishment

Tempest Coffee Collective

Address of Establishment

181 S. Riverhatch Way Suite 1100 Appleton WI 54911

Name of Agent

Tyler Lonschewer

Phone Number

920-904-4983

**SECTION 2 – PREMISE AMENDMENT**

Please describe the change in premises:

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

attached

Is this change Permanent?

☐  
YES

☒  
NO

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

Amend to serve beer + wine just outside our patio on  
boardwalk for Riverhatch summer concert series.

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

Jun. 23 5:00pm - 9:00pm July 21 5:00pm - 9:00pm August 18 5:00pm - 9:00pm

**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:

Tyler Lonschewer

**FOR OFFICE USE ONLY**

Department	Approve	Deny	By	Reason
Comm. Dev.				
Finance	<u>—</u>		<u>Burton</u>	
Fire				
Health	<u>X</u>		<u>Mirkes</u>	
Inspections	<u>X</u>		<u>Vandewalle</u>	
Police				
S&L	Council	Date Issued	Exp. Date	License Number



**RIVERHEATH**

MASTER PLAN

1" = 60'

SUMMER 2017

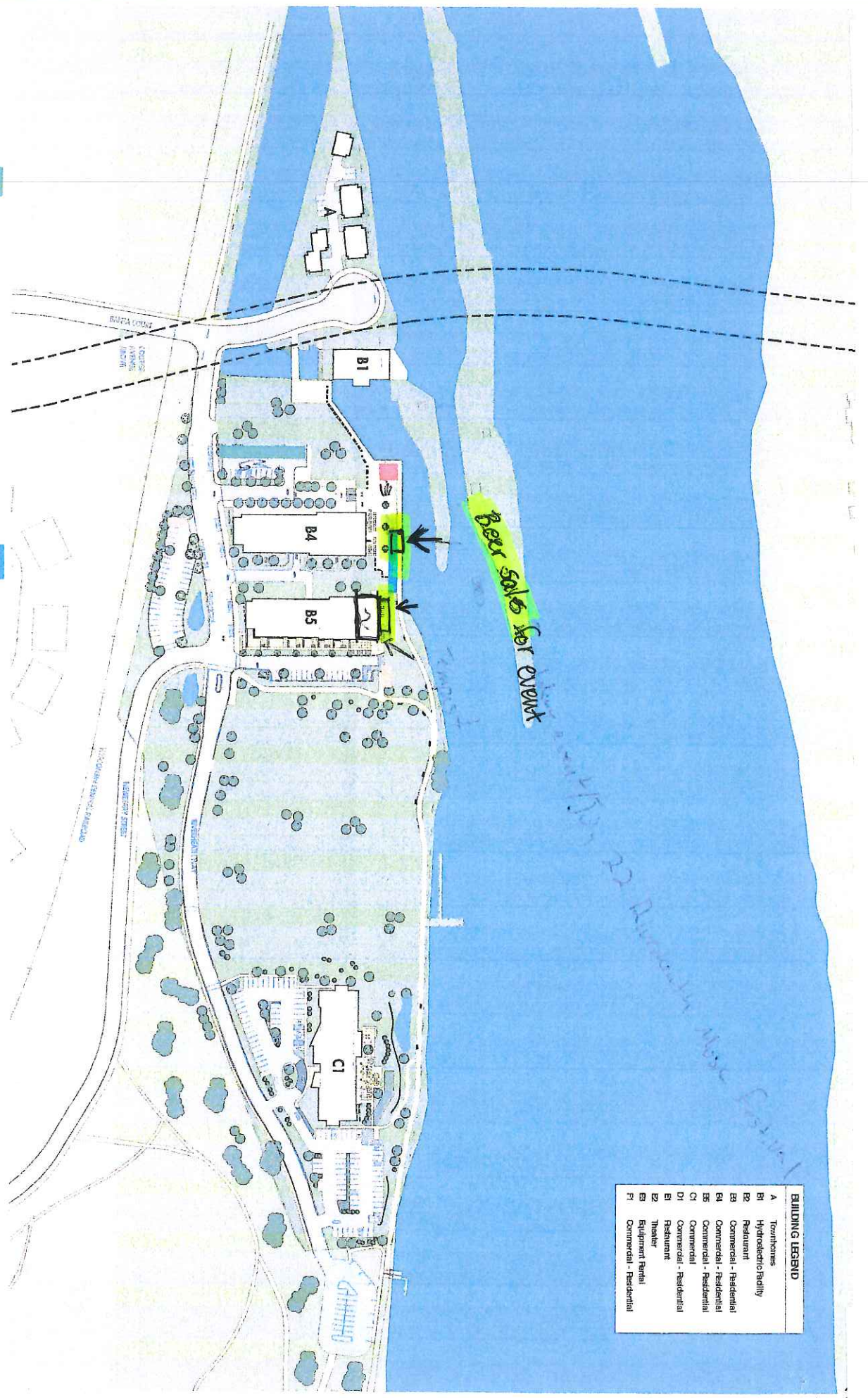
Engberg Anderson Project No. 071211

designated stage area

beer sales for event

4/5/22 Riverhead Music Festival

BUILDING LEGEND	
A	Townhomes
B1	Hydroelectric Facility
B2	Restaurant
B3	Commercial - Residential
B4	Commercial - Residential
B5	Commercial - Residential
C1	Commercial
D1	Commercial - Residential
B1	Restaurant
B2	Theater
B3	Equipment Rental
F1	Commercial - Residential







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.....enhancing quality of life"

**FEES ARE NON-REFUNDABLE**

License Fee - \$10.00 per event

Investigation Fee + 7.00

Total Amount Paid \$17.00Date Rec'd 8/15/18

Acct. 11030.4322

Acct. 100.2359

Receipt 4858404**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		
Fox Valley Vietnam Veterans Association				10/01/1983		
Address		City	State	Zip		
120 N. Morrison St. Suite 102		Appleton	WI	54911		
Person in Charge of Event:		Name:	Last	First	Middle Initial	Date of Birth
			Willems, David G.			
Address		City	State	Zip	Person in charge phone number:	
59 South Meadow Drive		Appleton	WI	54915		
President	Last	First	Middle Initial	Date of Birth	Male	Female
	Boettcher	B			X	
Address		City	State	Zip		
1408 N. Harriman St		Appleton	WI	54915		
Vice President	Last	First	Middle Initial	Date of Birth	Male	Female
	Falk	Don			X	
Address		City	State	Zip		
528 Chair Dr.		Appleton	WI	54915		
Secretary	Last	First	Middle Initial	Date of Birth	Male	Female
	Wilkins	Joe	E		X	
Address		City	State	Zip		
W7044 Verna Rd		Menasha	WI	54952		
Treasurer	Last	First	Middle Initial	Date of Birth	Male	Female
	Wilkins	Joe	E		X	
Address		City	State	Zip		
W7044 Verna Rd		Menasha	WI	54952		

**SECTION 2 - EVENT INFORMATION SECTION**

Date(s) of Event: Beginning 07 / 20 / 2018 Ending: 07 / 20 / 2018		Hours 5:00	AM (PM) 10:00	AM (PM)		
Please describe the type of event you are going to have: Free Concert						
Do you plan to serve food at this event?	No	(Yes)	If yes, contact the Appleton Health Department. (920.832.6429) Licensed Vendors			
Location where beer or wine will be sold: Houdini Plaza						
Address		City	State	Zip		
West College Avenue		Appleton	WI	54911		
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! Full use of park area		If yes, how will you prevent minors from obtaining alcoholic beverages? Wristband purchase required w/ID and Tickets, Licensed Bartenders at bar area.				

**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]**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



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

**FEES ARE NON-REFUNDABLE**

License Fee - \$10.00 per event

Investigation Fee

Total Amount Paid

Date Rec'd 6/13/18

Acct. 11030.4322

Acct. 100.2359

Receipt 4856824**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

Ottawa County Historical Society Inc.1872Address  
330 E. College Ave.City  
AppletonState  
WIZip  
54911

Person in Charge of Event:



Name:

Last  
CebulskiFirst  
BradMiddle Initial  
D.Person in charge phone number:  
[REDACTED]Address  
919 W. Lindbergh St.City  
AppletonState  
WIZip  
54911Person in charge phone number:  
[REDACTED]

President

Last  
WhalenFirst  
Ann

Middle Initial

Date of Birth

Male

Female

☒Address  
1128 E. Grant St.City  
AppletonState  
WIZip  
54911

Vice President

Last  
HearingFirst  
Chris

Middle Initial

Date of Birth

Male

Female

☒

Address

Last  
SkaricFirst  
Adam

Middle Initial

Date of Birth

Male

Female

☒

Secretary

Last  
SkaricFirst  
Adam

Middle Initial

Date of Birth

Male

Female

☒

Address

City

State

Zip

Treasurer

Last  
NimtzFirst  
David

Middle Initial

Date of Birth

Male

Female

☒

Address

City

State

Zip

**SECTION 2 - EVENT INFORMATION SECTION**Date(s) of Event: Beginning 8/2/18 Ending: 8/4/18 Hours 1:00 AM PM 11:00 AM PM

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

Music venue for Mile of Music Stage

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:

Parking lot adjacent to History MuseumAddress  
320 326 330 E. College Ave.City  
AppletonState  
WIZip  
54911

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! 10,303 sq. feet of paved parkingoff alley on Lawrence U. & History Museum check ids fenced area property.

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

**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

Matthew J. Carpenterexecutive director**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



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

<b>FEES ARE NON-REFUNDABLE</b>		Date Rec'd <u>6/28/18</u>
License Fee - \$10.00 per event		Acct. 11030.4322
Investigation Fee	+ 7.00	Acct. 100.2359
Total Amount Paid	<u>77.00</u>	Receipt <u>4861207</u>

**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) <u>Sacred Heart Church</u>		Date Organized <u>1898</u>		
Address <u>222 E. Fremont St.</u>		City <u>Appleton</u>	State <u>Wi.</u>	Zip <u>54911</u>
Person in Charge of Event:		Name: Last <u>Erickson</u> First <u>David</u> Middle Initial <u>J</u>		Date of Birth <u>[REDACTED]</u>
Address <u>W6060 Dahlia Drive</u>		City <u>Appleton</u>	State <u>Wi.</u>	Zip <u>54915</u>
Person in charge phone number:		<u>[REDACTED]</u>		

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 8 / 18 / 18 Ending: 8 / 19 / 18 Hours 11 AM PM 10 AM PM  
Please describe the type of event you are going to have:  
PARISH FEST (Annual Summer Parish Picnic)  
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:  
Beer Tent in Church Parking Lot  
Address 222 E Fremont St. City Appleton State Wi. Zip 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! Entire parking lot on Madison Street side 90x200'  
If yes, how will you prevent minors from obtaining alcoholic beverages?  
checking IDs and issuing

**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 David J. Erickson

**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 Chili Dinner Oct 26, 2018 from 5-7 pm.  
to be held in Cafeteria 60' x 150' at Sacred  
Heart 222 E. Fremont St. Appleton, Wi. 54911

③ Spaghetti Dinner Jan 26, 2019 from 5-7 pm  
to be held in Cafeteria 60' x 150' at Sacred Heart  
222 E. Fremont St. Appleton, Wi. 54911 (Wine & Beer)

④ Winter Bazaar Feb 23, 2019 from 5-9 pm to be  
held in gym 90' x 200' at Sacred Heart 222  
E. Fremont St. Appleton, Wi. 54911 (Wine & Beer)

⑤ } Three Fish Frys to be held in Cafeteria 60' x 150'  
⑥ } at Sacred Heart 222 E. Fremont Street. Appleton,  
⑦ } Wi. 54911 from 5-7 pm. Dates are as follows:

⑤ March 15, 2019

⑥ March 29, 2019

⑦ April 12, 2019



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

# FEES ARE NON-REFUNDABLE

License Fee - \$10.00 per event

Investigation Fee

Total Amount Paid

Date Rec'd 6/15/18

Acct. 11030.4322

Acct. 100.2359

Receipt 4857979

## 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	
Appleton League of Women Voters				1920	
Address		City	State	Zip	
P.O. Box 1281		Appleton	WI	54912	
Person in Charge of Event:		Name: Last	First	Middle Initial	Date of Birth
		Silton	Susan	B	
Address		City	State	Zip	Person in charge phone number:
901 E. Pondview Ct		Appleton	WI	54913	
President	Last	First	Middle Initial	Date of Birth	Male
	Roberts	Jeanne	E		X
Address		City	State	Zip	
1110 E. Florida		Appleton	WI	54911	
Vice President	Last	First	Middle Initial	Date of Birth	Male
	Strohbeen	Irene	B		X
Address		City	State	Zip	
W 6400 Firclane 8		Harrison	WI	54952	
Secretary	Last	First	Middle Initial	Date of Birth	Male
	Graf	LouAnn	M		X
Address		City	State	Zip	
2404 W Seneca Dr		Appleton	WI	54914	
Treasurer	Last	First	Middle Initial	Date of Birth	Male
	Karen	Bachhuber	E		X
Address		City	State	Zip	
415 S Olde Onida Apt 312		Appleton	WI	54911	

### SECTION 2 - EVENT INFORMATION SECTION

Date(s) of Event: Beginning	8/23/18	Ending:	8/23/18	Hours	4:00	AM	PM	7:00	AM	PM
Please describe the type of event you are going to have:										
Annual event celebrating Women's Suffrage - wine, then program										
Do you plan to serve food at this event? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, contact the Appleton Health Department (920.832.6429)										
Location where beer or wine will be sold:										
Fox Valley Unitarian Universalist Fellowship										
Address		City	State	Zip						
2600 Phillip Lane		Appleton	WI	54915						
Are you requesting an "open concept" license?			<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	Will minors be present?			<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Describe actual location and dimensions of area to be licensed - Be precise!				If yes, how will you prevent minors from obtaining alcoholic beverages?						
Fellowship hall in Church										

### 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 Susan B. Sifton

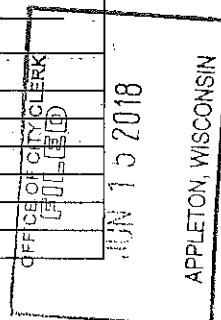
### FOR OFFICE USE ONLY

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





"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 6/28/18

Acct. 11030.4322

Acct. 100.2359

Receipt 4863070

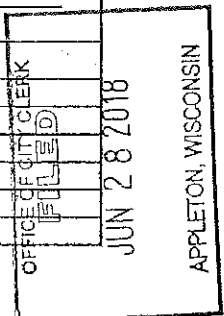
## **Application for Special Class "B" License to Sell Fermented Malt Beverages at Picnics or Gatherings**

<b>The named organization applies for:</b>							
<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 permits in a 12 month period)							
<b>SECTION 1 - ORGANIZATION INFORMATION - Answer all questions completely. Please PRINT clearly</b>							
Name of Organization (Bona fide club, lodge or society, veteran's organization or fair association) <u>Fox Valley Heat</u>						Date Organized <u>8/26/15</u>	
Address <u>313 S. Joseph St.</u>			City <u>Appleton</u>		State <u>WI</u>	Zip <u>54915</u>	
Person in Charge of Event:			Name: Last <u>Mueske</u> First <u>Eric</u> Middle Initial <u>S.</u>		Date of Birth <u>[REDACTED]</u>		
Address <u>313 S. Joseph St.</u>			City <u>Appleton</u>		State <u>WI</u>	Zip <u>54915</u>	Person in charge phone number: <u>[REDACTED]</u>
President	Last <u>Mueske</u>	First <u>ERIC</u>	Middle Initial <u>S.</u>	Date of Birth <u>[REDACTED]</u>	Male <input checked="" type="checkbox"/>	Female <input type="checkbox"/>	
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		
<b>SECTION 2 - EVENT INFORMATION SECTION</b>							
Date(s) of Event: Beginning <u>08/03/2018</u> Ending: <u>08/05/2018</u>				Hours	<u>10:00 AM</u> <u>9:00 PM</u>		
Please describe the type of event you are going to have: <u>Fastpitch tournament</u>							
Do you plan to serve food at this event? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, contact the Appleton Health Department. (920.832.6429)							
Location where beer or wine will be sold: <u>Appleton Memorial Park</u>							
Address <u>1620 Witzke Blvd.</u>			City <u>Appleton</u>		State <u>WI</u>	Zip <u>54911</u>	
Are you requesting an "open concept" license? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			Will minors be present? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes				
Describe actual location and dimensions of area to be licensed - Be precise! <u>Main concessions area 12x12</u>				If yes, how will you prevent minors from obtaining alcoholic beverages? <u>I.D. required and wristbands will be worn.</u>			
<b>SECTION 3 - PENALTY SECTION</b>							
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>[Signature]</u>				<u>6/26/2018</u>			
<b>FOR OFFICE USE ONLY</b>							
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



## Resolution #3-R-18 Solicitation Hours

Submitted by: Cathy Spears, District 12

Date: April 18, 2018

Referred to: Safety & Licensing Committee

Whereas, the City of Appleton has both Commercial Solicitation and Charitable Solicitation Licenses that allow solicitation from 8 a.m. to 9 p.m. daily. This has led to concerns and complaints from the citizens of Appleton,

Therefore be it resolved that the Commercial Solicitation and Charitable Solicitation License time be changed to allow solicitation from 9 a.m. to 6 p.m.



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

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

## MEMORANDUM

To: Safety and Licensing Committee

From: B/C Joseph Strauss

Date: 06/26/2018

Re: Revision of AMC 6-56(b) to adopt the 2015 version of the International Fire Code (IFC)

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On May 1, 2018, the State of Wisconsin adopted the 2015 edition of the International Building Code (IBC), the 2015 edition of the International Energy Conservation Code (IECC), the 2015 edition of the International Existing Building Code (IEBC), the 2015 International Fuel Gas Code (IFGC), and the 2015 International Mechanical Code (IMC) as the model codes. As a result, the City of Appleton Department of Public Works - Building Inspections Division, which had been operating under the 2009 edition of the IBC, transitioned to the 2015 edition of the IBC.

To be consistent in education and enforcement, the Appleton Fire Department has traditionally adopted and enforced the applicable International Fire Code (IFC) under the same year edition as the IBC enforced by the Building Inspections Division. As a result of the change to the adopted 2015 edition of the IBC, it is our desire to transition to the 2015 edition of the IFC and therefore, we recommend amending AMC 6-56(b) to reflect the change from the 2009 edition to the 2015 edition of the IFC.

Currently AMC 6-56(b) states:

The International Fire Code 2009 Edition, hereinafter "IFC" is hereby adopted as though fully set forth herein, with the following exceptions:

- (1) Chapter 1 of the IFC is not included as part of the adoption of the IFC, nor is Chapter 34.
- (2) The Appendices A is not included as part of the adoption of the IFC.

*"Appleton Fire Department....serving with P.R.I.D.E."*



We would recommend AMC 6-56(b) state:

The International Fire Code 2015 Edition, hereinafter "IFC" is hereby adopted as though fully set forth herein, with the following exceptions:

- (1) Chapter 1 and Chapter 57 are not included in the adoption of the 2015 edition of the IFC.
- (2) Appendices A, J, K, L, and M are not included in the adoption of the 2015 edition of the IFC.

**Based on the above, the Fire Department recommends that AMC 6-56(b) be amended to reflect the change from the 2009 edition to the 2015 edition of the IFC with the stated exceptions.**



## LEGAL SERVICES DEPARTMENT

Office of the City Clerk

100 North Appleton Street

Appleton, WI 54911

Phone: 920/832-6443

Fax: 920/832-5823

### MEMORANDUM

July 5, 2018

**To:** Alderperson Lobner, Chair of Safety & Licensing Committee  
Safety & Licensing Committee Members, Common Council

**From:** Kami Lynch, City Clerk

**Re:** Central Count of Absentee Ballots

With the 2018 budget, a CIP was included for the purchase of electronic poll books. The decision was made to hold off on the purchase of these electronic poll books until 2019 as the hardware was more costly than anticipated and some of the operational details of the e-poll books are yet to be determined.

The use of e-poll books would have had a positive impact on processing the large quantities of absentee ballots received in general elections by making the process both easier and quicker. Since these e-poll books are no longer an option for the Partisan Primary in August and General Election in November I am requesting that the City approve the Central Count method of processing absentee ballots.

Central Count is when the absentee ballots are processed at a single location separate from the polling places. The processing and counting of the absentee ballots is done by the Board of Absentee Ballot Canvassers which is made up of a minimum of three qualified electors of the municipality appointed by the City Clerk. This takes place on Election Day and results are not totaled until the close of polls (8 p.m.). The results from the absentee ballots from each Ward are reported and added to the polling place totals.

At the last general election the City of Appleton had over 11,000 absentee ballots which resulted in additional hours after the close of polls being spent to process all of these absentee ballots. Central Count would allow for election inspectors to focus on other functions at the polling place where inspector staffing is already limited. It would also allow for a reduction in processing errors and quicker transmission of results. The proposed ordinance is attached for your reference.

If there are any questions regarding Central Count, please do not hesitate to contact me for more information.

Respectfully,

Kami Lynch, City Clerk

**ADOPTED:**  
**PUBLISHED:**  
Office of the City Clerk

**XX-XX**

**AN ORDINANCE CREATING SECTION 2-562 OF CHAPTER 2 OF THE MUNICIPAL CODE OF THE CITY OF APPLETON, RELATING TO MUNICIPAL BOARD OF ABSENTEE CANVASSERS.**

(Name of Committee Generated From – XX-XX-XX (Date))

The Common Council of the City of Appleton does ordain as follows:

**Section 1:** That Section 2-562 of Chapter 2 of the Municipal Code of the City of Appleton, relating to Municipal Board of Absentee Canvassers, is hereby created to read as follows:

**Sec. 2-562. Municipal Board of Absentee Canvassers.**

(a) The Board of Absentee Canvassers shall be composed of the City Clerk or a qualified elector of the City designated by the City Clerk, and two other qualified electors of the City appointed by the City Clerk for a term of two years commencing on January 1 of each odd-numbered year. The initial terms of appointment shall expire on January 1, 2019, unless reappointed. All appointments shall comply with Wis. Stats. §§7.52 and 7.53.

(b) The Board of Absentee Ballot Canvassers shall operate pursuant to the provisions of Wis. Stats. §§7.52 and 7.53, as applicable.

(c) Pursuant to Wis. Stats. §7.52(1)(b), the City Clerk may appoint additional inspectors to assist the Absentee Ballot Board of Canvassers in canvassing absentee ballots under this section.

(d) The Common Council, in lieu of canvassing absentee ballots at polling places, hereby provides for the canvassing of absentee ballots by the Board of Absentee Ballot Canvassers, which shall canvass all absentee ballots at all elections held in the city pursuant to procedures established by the state division governing elections.

(e) The City Clerk shall give at least 48 hours notice of any meeting of the Board of Absentee Canvassers under this section.

(f) The City Clerk, no later than the closing hour of the polls, shall

post at the City Clerk's Office and on the City of Appleton website, and shall make available to any person upon request, a statement of the number of absentee ballots that the City Clerk has mailed or transmitted to electors and that have been returned by 8:00 p.m. on Election Day.

**Section 3.** If any section, clause, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in force and not be affected by such judgment.

**Section 4.** All resolutions, ordinances, orders or parts thereof in conflict in whole or in part with any of the provisions of this ordinance are, to the extent of such conflict, hereby repealed.

**Section 5:** This ordinance shall be in full force and effect from and after its passage and publication.

Dated: \_\_\_\_\_

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Timothy M. Hanna, Mayor

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Kami Lynch, City Clerk

J:\Attorney\WORD\Jamie\Ordinances\2018 Ords\Central Count Ordinance (draft).doc

## 2017 Special Events Cost Summary

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>Change</u>	<u>% change</u>
<b>Total cost</b>					
Octoberfest / License to Cruise	46,351	54,598	50,391	(4,207)	
Other large events (3 parades, 4th July, Marathon, Turkey Trot, Mile of Music [2017 only])	32,991	37,649	47,643	9,995	
All other	<u>24,897</u>	<u>28,182</u>	<u>24,235</u>	<u>(3,948)</u>	
<b>Total cost</b>	<b><u>\$ 104,239</u></b>	<b><u>\$ 120,429</u></b>	<b><u>\$122,269</u></b>	<b><u>\$ 1,840</u></b>	<b>2%</b>
<b>Average cost</b>					
# other large events	6	6	7		
Average cost - large events	5,499	6,275	6,806	531	0%
# smaller events	65	84	81		
Average cost - smaller events	383	336	299	(37)	0%
<b>Octoberfest - cost by department</b>					
Clerk	32	33	68	35	
Parks / FMD	3,147	2,633	2,623	(10)	
Health	2,567	2,803	1,154	(1,649)	
Police	28,564	29,400	32,023	2,623	
Fire	1,420	4,596	539	(4,057)	
DPW				-	
Parking	1,903	2,345	888	(1,457)	
Traffic	3,369	2,845	3,093	248	
San	4,683	4,980	5,421	441	
Overhead	<u>4,569</u>	<u>4,963</u>	<u>4,582</u>	<u>(381)</u>	
<b>Total cost</b>	<b><u>50,254</u></b>	<b><u>54,598</u></b>	<b><u>50,391</u></b>	<b><u>4,345</u></b>	<b>4%</b>
<b>Other large events - total cost each</b>					
Flag day	7,343	10,818	7,545	(3,273)	-3%
Memorial day	7,818	5,841	11,199	5,359	4%
Christmas	13,508	8,215	10,354	2,140	2%
4th July	5,528	6,944	7,545	601	0%
Marathon	3,065	2,825	3,464	640	1%
Turkey Trot	3,322	3,007	3,446	439	0%

	Description	Labor	Material	Equipment	Other	Overhead	Total
5	APPLETON AREA JAYCEES EASTER EGG HUNT	53.08				5.31	58.39
6	GREAT STRIDES TO BENEFIT CYSTIC FIBROSIS	281.44				28.14	309.58
12	CIVIL WAR REENACTMENT - WOODLAND PARK	7.92				0.79	8.71
13	CIVIL WAR REENACTMENT - PIERCE PARK # 1	11.44				1.14	12.58
14	AMERICAN CANCER SOCIETY SOLEBURNER	1,685.31		21.01		170.63	1,876.95
15	POLICE WEEK VEHICLE DISPLAY	45.16				4.52	49.68
17	MEMORIAL DAY PARADE	6,579.23		151.3		673.05	7,403.58
19	FLAG DAY PARADE	8,758.35	1,050.00	372.79		1,018.11	11,199.25
20	BIG BOOM CIVIC CELEBRATION	6,797.06		62.38		685.94	7,545.38
21	HEID MUSIC SUMMER CONCERT SERIES	168.13				16.81	184.94
23	BRETT YOUNGER 10K RUN/ 2M WALK	83.96		26.82		11.08	121.86
24	M.A.S.H BLOOD DRIVE	102.58		102.58		20.52	225.68
26	MILLER ELECTRIC COMPANY PICNIC	859.82		14.65		87.45	961.92
28	COMMUNITY FIRST FOX CITIES MARATHON	3,054.17		95.19		314.94	3,464.30
29	WALK FOR BABIES - MARCH OF DIMES	117.51				11.75	129.26
30	WALK TO D'FEET ALS	45.16				4.52	49.68
31	LAWRENCE UNIVERSITY - COMMENCEMENT	56.86				5.69	62.55
33	CIVIL WAR REENACTMENT - ERB PARK # 1	45.16				4.52	49.68
37	APPLETON CAR SHOW	1,479.29		98.82		157.81	1,735.92
38	ART IN THE PARK	746.62		29.24		77.59	853.45
39	OCTOBERFEST (EXCL L. TO CRUISE)	29,988.35	91.5	1,671.52	265.5	3,201.69	35,218.56
43	HORIZONS FIELD DAY FUN RUN	53.12				5.31	58.43
44	PATHWAYS CHURCH PICNIC	314.20				31.42	345.62
47	NATIONAL NIGHT OUT	778.34				77.83	856.17
49	EAST H.S. HOMECOMING PARADE	9.24		2.48		1.17	12.89
51	FREAKY 5K RUN/WALK	287.45		38.14		32.56	358.15
59	APPLETON WEST H.S. HOMECOMING PARADE	401.41		23.65		42.51	467.57
62	FOX CITIES CROP WALK	53.12				5.31	58.43
67	APPLETON CHRISTMAS PARADE	9,330.79		82.24		941.30	10,354.33
68	SANTA SCAMPER 1 MILE FUN RUN	97.76				9.78	107.54
71	CIVIL WAR REENACTMENT - PIERCE PARK	7.96				0.80	8.76
84	JUNETEENTH - AFRICAN HERITAGE INC.	393.75		5.81		39.96	439.52
88	APPLETON EAST HOMECOMING PARADE	45.16				4.52	49.68
92	MS WALK FOX CITIES	19.36				1.94	21.30
117	CHILDREN'S PARADE/PICNIC	760.48				76.05	836.53
124	FAMILY SERVICES BUTTERFLY RELEASE	19.36				1.94	21.30
127	APPLE TREE CONNECTIONS	848.59	-	29.06	-	87.77	965.42
140	CIVIL WAR RE-ENACTMENT - WOODLAND PK # 1	45.16	-	-	-	4.52	49.68
145	MISSION CHURCH - PICNIC IN THE PARK	45.16	-	-	-	4.52	49.68
147	MILES FOR MYELOMA	129.54	-	24.34	-	15.39	169.27
159	APRIL FOOL'S MIDNIGHT RUN	417.00		31.55		44.86	493.41
161	ST MARY/ST JOSEPH INTERPARISH WORSHIP	45.16				4.52	49.68
167	LAW ENFORCEMENT TORCH RUN	82.49				8.25	90.74
190	TURKEY TROT - FESTIVAL FOODS	3,075.97	-	56.35	-	313.23	3,445.55
200	PARKS & REC - PLAYGROUND FAIR	391.13				39.11	430.24
206	ADI MILE OF MUSIC	3,021.38			825	384.64	4,231.02
218	FOSTER ELEMENTARY FUN RUN	94.94		12.4		10.73	118.07
220	HOLIDAY FUN FEST	89.84				8.98	98.82
222	HOUDINI 10	990.20		58.99		104.92	1,154.11
223	EARTH DAY RIVER HIKE	53.08				5.31	58.39
226	IMAGINE CITY PARK (WISDOM OF WOMBATS)	11.44				1.14	12.58
227	APPLE CREEK 50K	226.03		11.08		23.71	260.82
229	APPLETON FOOD TRUCK RALLY	11.70				1.17	12.87
230	FOX CITIES COMMUNITY ART DAY	56.81				5.68	62.49
234	ART ON THE TOWN (PARK-ING DAY)	23.14				2.31	25.45
236	APPLETON FOOD TRUCK RALLY	78.88				7.89	86.77
247	CASA HISPANA LATINO FEST	68.57				6.86	75.43
251	EDISON ELEMENTARY FAMILY FUN RUN	635.92				63.59	699.51
260	AFRICAN HERITAGE FAMILY PICNIC	45.16				4.52	49.68
261	MISSION CHURCH PICNIC IN THE PARK	11.65				1.17	12.82
263	WI RIGHT TO LIFE - LIFE IN THE PARK	45.16				4.52	49.68
266	FOX COMMUNITIES BIKE TO THE BEAT	394.59				39.46	434.05
269	BAZAAR AFTER DARK	2,688.73				268.87	2,957.60
270	APPLETON POLICE COMMUNITY PICNIC	53.12				5.31	58.43
272	ADI LIGHT UP THE NIGHT	249.72		10.54		26.03	286.29
274	WHEEL & SPROCKET BIKE RACE SERIES	44.68				4.47	49.15
275	OFFSETS GARAGE BACKROADS BACH TRUCK SHOW	11.44				1.14	12.58
276	APPLETON PARK & REC SENIOR GAMES	53.08				5.31	58.39
277	FOX VALLEY WOMENS MARCH	45.16				4.52	49.68
278	SHAMROCK STUMBLE BAR CRAWL	1,383.55				138.36	1,521.91
279	TRANSGENDER RIGHTS RALLY	45.16				4.52	49.68
280	YMCA FATHERS' DAY 5K	144.35				14.44	158.79
281	MARCH FOR SCIENCE	45.16				4.52	49.68
282	PATHWAYS CHURCH HOPE FOR THE WARRIORS	229.21				22.92	252.13

	Description	Labor	Material	Equipment	Other	Overhead	Total
283	FOX VALLEY PAGAN PRIDE MUSIC FEST	45.16				4.52	49.68
284	HIP HOP FOR HUMANITY	53.12				5.31	58.43
285	COMMUNITY DAY IN THE PARK	45.16				4.52	49.68
286	LICENSE TO CRUISE (PREV. INCL. W OCT-FEST)	13,793.48				1,379.35	15,172.83
287	I LOVE THE 90S BAR CRAWL	682.26				68.23	750.49
288	MILE OF MUSIC HOUDINI CONCERT SERIES	1,089.11				108.91	1,198.02
289	APPLETON POLICE BADGES & BOBBERS	53.12				5.31	58.43
290	HIP HOP FOR HUMANITY	11.44				1.14	12.58
291	COUNTRY BAR CRAWL	339.76				33.98	373.74
292	APPLETON HOCKEY UNITE FESTIVAL OF ARTS	19.40				1.94	21.34
293	APPLETON NEW CAR SHOW	53.12				5.31	58.43
294	APPLETON GOSPEL CHURCH	45.16				4.52	49.68
295	ALZHEIMER'S ASSOC WALK TO END ALZHEIMER/S	53.12				5.31	58.43
296	12 BARS OF CHRISTAMS BAR CRAWL	45.16				4.52	49.68
297	ADI CRAFT BEER WALK	45.16				4.52	49.68
298	DOUGHBOY STATUE REDEDICATION	45.16				4.52	49.68
							122,269.46

# **Sergeant Keith Bredael**

Operations Coordination Specialist – Appleton Police Department



## **Special Events Cost/Time Comparison for 2017**

Appleton Police employees who consist of Captains, Lieutenants, Sergeants, Officers, LCSO, and CSOs spent 2,440.3 hours working on special events in 2017. Some events did not require APD's assistance and are not part of this report. Out of the 2,440.3 hours, 828.5 hours were done on overtime, 26.25 hours on Holiday base pay, and the remaining 1,585.55 on regular duty time and pay. Total cost to the APD for 2017 was \$80,492.86.

Not counted in the hours above, are the volunteer hours by others who assisted APD and the Explorers from Post 9925. Explorers filled 120 positions on special events for a total of 508.9 hours in 2017. Other agencies also filled position including State Patrol, OCSD K-9 and Bomb Technicians, AFD Temps units, and the Traffic Engineer. They covered a combined total of 240 hours. The cost of the outside agencies to their respective agencies is not included in the costs listed within this report. To date, we have not been billed for their services.

The hours dedicated to write and plan the special events from the operations Coordination Specialist were not included in this number.

The highest cost for all events was Octoberfest, at \$20,313.48. The second highest event was License to Cruise, at \$14,538.52.

The city itself puts on three events throughout the year, our city parades. The Christmas Parade was not only the highest cost for any of the parades, but was also the 3<sup>rd</sup> highest cost for all events held in the city. The total cost of this event was \$8,925.17.

Flag Day parade cost was \$6,294.54, followed by the Memorial Day Parade at \$2,592.62. I will go more in detail in each of the events by order of the calendar later in this document.

Many of the events held in the city are continuous events, meaning they fall on weekly or monthly rotation during the course of the year. For this type of event, the one that was the highest cost to the department, was the Farmers Market. APD assisted on 19 outdoor Saturday markets. CSOs handled all the farmers markets, 54 spots, working 104 hours. Cost was \$1,285.83. There was no overtime paid for the Farmers markets.



Below is the listing of special events in order of occurrence in 2017 that APD staffing was needed. There are many more additional events throughout the year that were written up as extra patrol only. Even though officers and CSOs may have stopped at these events, the numbers were not tracked and are not included in this report.

**Shamrock Stumble Bar Crawl**

30 hours (1 captain, 1 lieutenant, 1 sergeant, 2 officers)

\$1,317.40 all overtime

**April Fool's 5K**

47 hours (1 sergeant, 1 officer, 1 LCSO, 5 CSOs)

\$488.89 no overtime

25 additional explorer hours – 8 explorers

**Easter Egg Hunt**

1 hour (1 sergeant)

\$37.42 no overtime

**Fox Cities March of Dimes**

6 hours (2 CSOs)

\$84.42 no overtime

**Cystic Fibrosis Foundation – Great Strides Walk**

7.5 hours (2 CSOs)

\$105.52 no overtime

**Civil War Reenactment**

6 hours (1 sergeant, 1 LCSO, 2 CSOs)

\$208.38 no overtime

**Apple Creek 50K**

13 hours (4 CSOs)

\$182.91 no overtime

**Soleburner**

83.30 hours (2 lieutenants, 6 sergeants, 1 officer, 1 LCSO, 9 CSOs)

\$2,091.97 (\$487.85 in overtime)

25.45 additional explorer hours – 7 explorers

**I Love the 90's Bar Crawl**

8 hours (2 sergeants)

\$449.12 all overtime

**Edison Family Fun Run**

24 hours (10 CSOs)

\$337.68 no overtime

**Hope for the Warriors 8K Run**

15 hours (5 CSOs)

\$211.05 no overtime

**Memorial Day Parade**

84.25 hours (1 lieutenant, 4 sergeants, 1 LCSO, 10 CSOs)

\$2,592.62 (\$761.12 in holiday pay, \$603.50 in overtime)

16.25 additional explorer hours – 6 explorers

**Food Truck Rally**

3.75 hours (1 officer)

\$116.88 no overtime

**Horizon Fun Run**

4 hours (1 sergeant, 1 LCSO, 2 CSOs)

\$89.03 no overtime

**Special Olympics Torch Run**

12 hours (1 lieutenant, 1 sergeant, 1 LCSO, 3 CSOs)

\$296.62 no overtime

**Flag Day Parade**

164.5 hours (1 captain, 6 lieutenants, 8 sergeants, 4 officers, 1 LCSO, 8 CSOs)

\$6,294.54 (\$2440.61 in overtime)

In addition, 3 OCSD deputies for 17 hours, 1 AFD Temps 5 hours, and 9 explorers for 42.45 hours.

**Juneteenth**

31.5 hours

\$494.50 no overtime

36 additional explorer hours – 6 explorers

**Lawrence University Commencement**

1 hour (2 CSOs)

\$14.07 no overtime

**Stuff the Squad**

2.76 hours (1 officer)

\$128.59 overtime

**Butterfly Festival**

4 hours (1 officer)

\$124.00 no overtime

**Father's Day Run (replaced the Bret Younger Run)**

27 hours (3 sergeants, 2 officers, 1 LCSO, 4 CSOs)

\$652.46 no overtime

11 additional explorer hours – 4 explorers

**Mash Blood Drive**

1 hour (1 CSO)

\$14.07 no overtime

**Fireworks**

132.25 hours (1 captain, 3 lieutenants, 5 sergeants, 3 officers, 1 LCSO, 10 CSOs)

\$4,756.55 (\$3,167.65 overtime)

In addition, 2 OCSD deputies for 4 hours, 1 state trooper for 2 hours and 8 explorers for 31.5 hours

**Kiwanis Car Show**

32 hours (1 captain, 1 officer, 5 CSOs)

\$761.12 (\$422.48 in overtime)

**Building for Kids Parade**

3.5 hours (1 sergeant, 2 CSOs, 1 LCSO)

\$96.67 no overtime

**Playground Fair**

4 hours (2 sergeants)

\$152.50 no overtime

**Art in the Park**

25 hours (5 CSOs)

\$352.75 no overtime

**National Night Out**

41.5 hours (1 sergeant, 10 CSOs)

\$657.23

\*\*\*additional APD may have been out working this, not reported to me

**Mile of Music (4 day event)**

92.5 hours (1 lieutenant, 7 sergeants, 9 officers, 9 CSOs)

\$2,754.66 (\$422.48 in overtime)

**Bike to the Beat**

19.5 hours (1 sergeant, 4 CSOs)

\$322.92 no overtime

**Miller Electric Picnic**

11.5 hours (2 Sergeants, 2 CSOs)

\$612.50 (paid \$702.50 for contract services for security)

\*\*\*this cost is not included in the overall total for 2017, since Miller Electric completed a contract for security services with our agency. The two CSOs were not part of the contract.

**Apple Tree Dash for Dreams**

20.5 hours (1 – LCSO, 6 CSOs)

\$338.43 (\$70.11 in overtime)

9 additional explorer hours – 3 explorers

**Walk to Defeat ALS**

6 hours (2 CSOs)

\$84.66 no overtime

**The Night the Lights Went Down**

.5 hours (1 CSO)

\$7.05 no overtime

**Fox Cities Marathon**

92 hours (1 captain, 5 sergeants, 1 officer, 1 LCSO, 8 CSOs)

\$1,930.41 (\$991.93 in overtime)

In addition, 3 state patrol for 14 hours, and 9 explorers for 45 hours

**Bazaar After Dark**

52 hours (1 lieutenant, 3 sergeants, 1 LCSO, 3 CSOs)

\$1812.08 (\$1,343.94 in overtime)

**Appleton West Homecoming Parade**

13.75 hours (3 sergeants, 1 LCSO, 3 CSOs)

\$449.07 (\$301.73 in overtime)

2.5 additional explorer hours – 2 explorers

**License to Cruise**

343 hours (2 captains, 5 lieutenants, 17 sergeants, 9 officers, 1 LCSO, 9 CSOs)

\$14,538.52 (\$10,276.88 in overtime)

In addition, 5 OCSD deputies for 96 hours, 2 state troopers for 16 hours, 6 explorers for 44.75 hours

**Octoberfest**

456 hours (2 captains, 9 lieutenants, 18 sergeants, 11 officers, 1 LCSO, 9 CSOs)

\$20,313.48 (\$14,009.23 in overtime)

In addition, 1 traffic engineer for 7 hours, 4 OCSD deputies for 34.5 hours, 4 state troopers, for 30 hours, 11 explorers for 86.5 hours

**Appleton East Homecoming Parade**

13.75 hours (2 sergeants, 1 officer, 1 LCSO, 6 CSOs)

\$352.04 (\$147.71 in overtime)

3.75 additional explorer hours – 4 explorers

**Miles for Myeloma**

22 hours

\$429.96 no overtime

10.5 additional explorer hours – 4 explorers

**Crop Walk**

1 hour (1 CSO)

\$14.24 no overtime

**Foster Family Fun Run**

6 hours (1 LCSO, 2 CSOs)

\$127.58 (\$84.86 in overtime)

**Freaky 5K Run**

28.5 hours (1 sergeant, 1 LCSO, 4 CSOs)

\$551.25 no overtime

15.5 additional explorer hours – 6 explorers

**Houdini 10K**

46.5 hours (3 sergeants, 1 LSCO, 7 CSOs)

\$1,155.57 (\$373.88 in overtime)

29.5 additional explorer hours – 10 explorers

**Doughboy Statute Rededication and March**

11 hours (1 sergeant, 4 CSOs)

\$180.75 no overtime

**Light Up the Night**

1 hour (1 CSO)

\$14.24

**Christmas Parade**

223.25 hours (7 lieutenants, 16 sergeants, 5 officers, 1 LCSO, 8 CSOs)

\$8,925.17 (\$5,856.50 in overtime)

In addition, 2 state troopers for 10 hours, 1 AFD Tems for 4.5 hours, 10 explorers for 53.25 hours

**Turkey Trot**

61.25 hours

\$1,782.38 (\$841.30 in holiday pay, \$345.12 in overtime)

21 additional explorer hours – 7 explorers

The hours on each event are based on the time documentation sheets and overtime slips collected. The pay scale used for each were based on an average of each position the employees are at. Also the averages changed three times during the year due to raises given to each. The actual amounts could be slightly more or less, but the numbers calculated, are close to the actual cost to the department.

All information was gathered by all employees filling out a time documentation sheet. (New in 2017) The sheet listed the event, their name, rank, regular hours, overtime hours, and volunteer hours on it. All sheets were accounted for and updated after each event.

As always, overtime occurred based on staffing, size of the event, and time and day of the event. The Operations Coordinator and Operations Coordination Specialist meet regularly to go over the patrol schedule to see if officers on the street can fill positions on straight time. The Operations Coordination Specialist and Lead CSO also meet to review our needs for special events, planning for and using CSO's for as many positions as possible on special events. As noted in this report, our Appleton Police Explorers fill positions at several of our events in order to cover all intersections and other areas in the events that we don't have enough staffing to do so. All those hours are volunteer hours worked by the post.

In 2017, APD did not allow one of the requested homecoming parades because it was requested on the same date as License to Cruise. We did offer other dates but none were taken. A second event was denied, called Offsite Garage Backroads Truck Show. The event was denied by the special events committee because it was going to be held at a venue not suitable for this type of special event. Also one annual event, the Children's Parade, typically held downtown, was cancelled by the organizer due to weather.

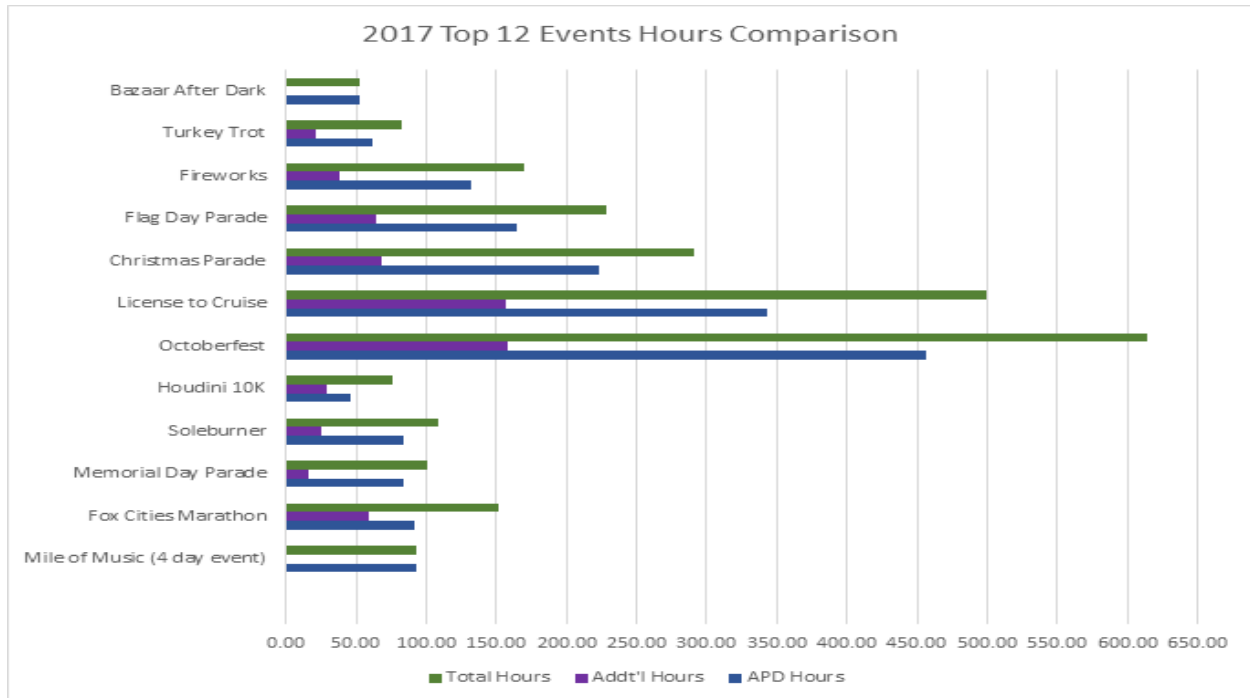
In 2017, we saw several new events come to Appleton. This year we had 21 new events. Some events are extra patrol only, while others did involve specific staffing to run.

The City of Appleton has 9 large events that fall on a known date and time each year. These events are Soleburner, Memorial Day Parade, Flag Day Parade, July 3<sup>rd</sup> Fireworks, Fox Cities Marathon, License to Cruise, Octoberfest, Christmas Parade, and the Turkey Trot. Several other events are held yearly, but the dates fluctuate from year to year.

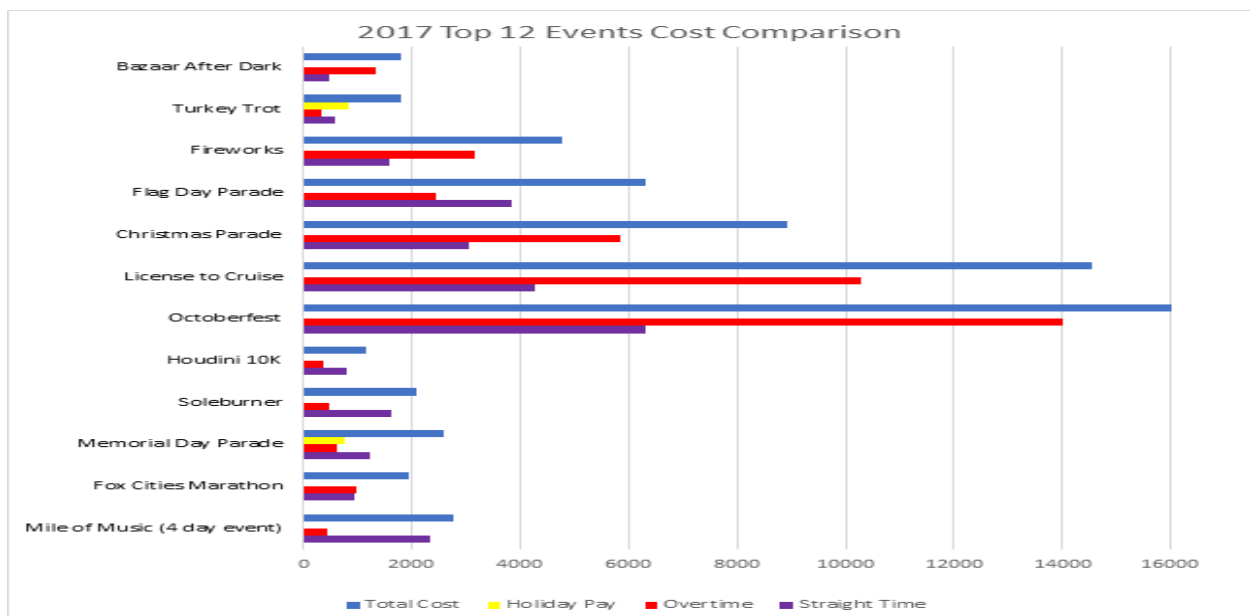
With all our events, we continue to review each event, looking for better ways of running the event, a safer way to run it, and other needs. One area we started to work on due to the trend around the world is the use of hard barricades. In 2016 at Octoberfest we started using large vehicles to block intersections, preventing a vehicle from entering the event. In 2017 we extended the use with larger triaxle trucks for Octoberfest and added semi-trucks to the License to Cruise.

Hard barricades and the use of them is still evolving in our event plans. As we move forward, the use of hard barricades will not only affect the time roadways are closed, but will also impact other city departments. This will add to the cost of events.

**Below are the hours in comparison for the top 12 special events for 2017**



**Below is the cost comparison for the top 12 special events for 2017**



Sgt. Keith Bredael #9176