



# 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, May 27, 2020

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

[20-0493](#) Approval of minutes from previous meeting

**Attachments:** [S&L Minutes 3-11-2020.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[20-0593](#) Elect a Vice Chair

[20-0594](#) Designate a Contact Person

[20-0595](#) Set Meeting Day and Time

[20-0578](#) 2020-2021 Alcohol License renewal, with a special exception to the license non-use policy, for Oneida Street South LLC, Katelyn James, Agent, contingent upon approvals from all departments by 12:00 p.m. on June 30, 2020

**Attachments:** [2020-21 Alcohol License Renewal Oneida St South LLC.docx](#)

[20-0576](#) 2020-2021 Alcohol License renewals, contingent upon approval from all departments by 12:00 p.m. on June 30, 2020.

**Attachments:** [2020-21 Alcohol License Renewals-1.docx](#)

[20-0591](#) Farmer's Market Application for Appleton Downtown, Inc. (ADI), 333 W College Ave Ste 100 Appleton, WI 54911. (contingent on approval from all departments.)

**Attachments:** [ADI Farm Market App.pdf](#)  
[ADI Farm Market Letter.pdf](#)

- [20-0592](#) Farmer's Market Application for Long Cheng Marketplace, 1804 S Lawe St, Appleton, WI 54915. (contingent on approval from all departments.)

**Attachments:** [Long Cheng Marketplace.pdf](#)

- [20-0584](#) Temporary Class "B" License applications filed after the agenda was published.

## 6. Information Items

- [20-0590](#) Presentation on Alcohol Licensing Process

[20-0586](#)

Director's Reports

1. Fire Chief

-Strategic planning

-Grant Update

2. Police Chief

-Emergency Policing Schedule

-COVID 19 impact on Operations

-Crime and Activity Statistics

-Staffing Update

3. City Clerk

**Attachments:** [COVID 19 Grant Tracking Form.pdf](#)

- [20-0585](#) 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, March 11, 2020

5:30 PM

Council Chambers, 6th Floor

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1. Call meeting to order

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

2. Roll call of membership

**Present:** 5 - Lobner, Williams, Meltzer, Thao and Van Zeeland

3. Approval of minutes from previous meeting

[20-0342](#)

Approval of minutes from previous meeting

**Attachments:** [S&L Minutes 2-19-2020.pdf](#)

Meltzer moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

**Aye:** 5 - Lobner, Williams, Meltzer, Thao and Van Zeeland

4. Public Hearings/Appearances

5. Action Items

[20-0337](#)

Class "B" Beer License application for Breakout Green Bay LLC d/b/a Appleton Axe, Patrick Van Abel, Agent, located at 1400 W College Ave, contingent upon approval from all departments.

**Attachments:** [Appleton Axe.pdf](#)

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

**Aye:** 5 - Lobner, Williams, Meltzer, Thao and Van Zeeland

[20-0391](#)

Request to authorize the City Clerk as the Designated Municipal Official to Issue Operator's Licenses, Pursuant to 2019 Wis. Act 166

**Attachments:**     [Designating City Clerk as the Municipal Official to Issue Operator Licenses.pdf](#)

**Meltzer moved, seconded by Williams, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Lobner, Williams, Meltzer, Thao and Van Zeeland

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

**Meltzer moved, Van Zeeland seconded, to recommend approval of the balance of the agenda. The motion carried by the following vote:**

**Aye:** 5 - Lobner, Williams, Meltzer, Thao and Van Zeeland

[20-0345](#)

Appleton Police Department received \$22,902.92 in funding through Oktoberfest for the purchase of the Autovu 2 Camera System.

**Attachments:**     [Oktoberfest Notice to Accept Funds.pdf](#)

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

[20-0390](#)

Operator Licenses

**Attachments:**     [3-11-2020.pdf](#)

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

[20-0310](#)

Class "B" Beer and "Class C" Wine application for Miss Brown's Fine Foods II LLC d/b/a Miss Brown's Fine Food II, Donnahugh (Phill) Brown, Agent, located at 400 N. Richmond St Ste G, contingent upon approval from all departments.

**Attachments:**     [Miss Brown's Fine Foods II.pdf](#)

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

[20-0325](#)

"Class B" Liquor and Class "B" Beer License application for Asian Thai 2 Inc d/b/a Asian Thai, Rong Zhang, Agent, located at 201 W. Northland Ave, contingent upon approval from all departments.

**Attachments:**     [Asian Thai.pdf](#)

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

[20-0309](#)

Temporary Premise Amendment application for Sangria's Mexican Grill, Sarah Gregory, Agent, located at 215 S Memorial Dr, contingent upon approval from all departments.

**Attachments:**     [Sangrias Mexican Grill 2020.pdf](#)

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

[20-0323](#)

Temporary Class "B" Beer and "Class C" Wine License application for Fox Cities Building for the Arts, Art at the Park, City Park, July 25-26, 2020, contingent upon approval from all departments.

**Attachments:**     [Fox Cities Art at the Park S&L 3-11-2020.pdf](#)

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

[20-0343](#)

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

*No applications were filed.*

## **6. Information Items**

[20-0177](#)

Special Events:

St Pattys Pub Crawl, Downtown Appleton, March 14, 2020

OSI-MIRON April Fools' 5k Fundraiser, Appleton North High School, April 3, 2020

Bernatello's Foods, Pizza with Police, Pierce Park, May 15, 2020

Johnston Elementary, Mustang Mile, May 16, 2020

Appleton Parks & Recreation Fun Runs, Memorial Park, June 7, June 21 & July 19, 2020

Appleton Parks & Recreation Yoga in the Park, City Park, Wednesdays June 10-August 19 (Erb on July 22)

Community First Fox Cities Marathon Presented by Miron Construction, September 20, 2020

[20-0388](#)

## Director's Reports

## -City Clerk

1. Badger Book Recap

## -Police Chief

1. Forensic Evidence Specialist Hiring
2. National Award for Officers

## -Fire Chief

1. Hiring Update
2. Annual Report Highlights

[20-0344](#)

Police Department information on liquor law violations.

## 7. Adjournment

**Williams moved, seconded by Van Zeeland, that the meeting be adjourned at 5:53 p.m. Roll Call. Motion carried by the following vote:**

**Aye:** 5 - Lobner, Williams, Meltzer, Thao and Van Zeeland

**“CLASS B” FERMENTED MALT BEVERAGE/LIQUOR LICENSE**

**NAME**

**TRADE NAME**

**ADDRESS**

Oneida Street South LLC

Katelyn E. James, Agent, 200 E James St Appleton WI 54915

1200 S Oneida ST

**CITY OF APPLETON**

**2020-2021 RENEWALS**

**CLASS "A" FERMENTED MALT BEVERAGE/LIQUOR (CIDER ONLY) LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Manakamana LLC Sagar Shrestha, Agent, 5480 W Michaels Dr Apt 3 Grand Chute WI 54913	Appleton BP	1200 W Wisconsin Ave
Banee Corporation Parmeet Kaur Arora, Agent, 8176 Basil Ct Neenah WI 54956	Appleton Citgo	1717 W College Ave
FKG Oil Company Lori A. Endries, Agent, 227 Wisconsin Ave Brillion WI 54110	Appleton MotoMart	3400 E Calumet St
Badger Gas Inc Kalwinder Kaur, Agent, 4052 Cattail Ct Grand Chute WI 54913	Badger Gas	911 W College Ave
Kavya Gas Inc Jayant G. Patel, Agent, 509 Susan St Combined Locks WI 54113	Badger Mobil	1201 N Badger Avenue
FKG Oil Company Teresa M. Hawley, Agent, 4389 N Star Point Ln Appleton WI 54913	Badger MotoMart	1850 W Wisconsin Ave
Ballard GCS LLC Daniel J. Pamperin, Agent, 396 Talus Ct DePere WI 54115	Ballard Grand Central	1910 E Capitol Dr
FKG Oil Company Jason G. Mazanec, Agent, 2240 W. Cortland Dr, Appleton WI 54914	Ballard MotoMart	2838 N Ballard Rd
DK Petroleum Inc. Davinder Singh, Agent, 3709 S Boyd Ct Appleton WI 54915	DK Petroleum	2619 N Richmond St
FKG Oil Company Anne M. Stichman, Agent, N11037 State Rd 22 Clintonville WI 54929	Kensington MotoMart	320 S Kensington Dr
Kwik Trip Inc. Ron W. Hoffmeyer, Agent, N7834 Edgewater Ct Sherwood WI 54169	Kwik Trip #181	730 E Wisconsin Ave
Kwik Trip Inc. Ashley M. Fralick, Agent, 116 N Warrington St Cecil WI 54111	Kwik Trip #182	306 N Richmond St
Kwik Trip, Inc. Matthew A. Oetzel, Agent, 317 Sarah St Kaukauna WI 54130	Kwik Trip #200	2120 E Edgewood Dr



Kwik Trip, Inc. Shannon A. Otte, Agent, 2525 S. Jason Dr Appleton WI 54915	Kwik Trip #639	2175 S Memorial Dr
Kwik Trip, Inc. Jacqueline D. Dahlke, Agent, 717 Appleton Rd Menasha WI 54952	Kwik Trip #678	3232 S Oneida St
Kwik Trip, Inc. Cheri L. Werner, Agent, 331 Division St, Neenah WI 54956	Kwik Trip #685	4085 E Calumet St
Van Zeeland Oil Co Inc Todd G. Van Zeeland, Agent, 53 Weimar Ct Appleton WI 54915	Northgate Mobil	105 W Northland Ave
Swami, LLC. Kanu B. Patel, Agent, 420 W Northland Ave Appleton WI 54911	Northland Citgo	800 E Northland Ave
Sai Krupa, LLC Nilesh M. Patel, Agent, 4705 W Prairie Song Ln Appleton WI 54913	Richmond Street Citgo	1601 N Richmond St
Van Zeeland Oil Co Inc Todd G. Van Zeeland, Agent 53 Weimar Ct Appleton WI 54915	Richmond Street Mobil	3401 N Richmond St
SG Petroleums LLC Suyash Goel, Agent, 1317 S Oneida St Appleton WI 54915	SG Petroleums	2811 E Newberry St
Kwik Trip, Inc. Kathleen A. Bayer, Agent, 1703 Plank Rd Menasha WI 54952	Tobacco Outlet Plus Grocery 556	1342 W Prospect Ave
Van Zeeland Oil Co Inc Todd G. Van Zeeland, Agent, 53 Weimar Ct Appleton WI 54915	Valley Mobil	2661 S Oneida St
Sayash LLC Yam Lamichhane, Agent, 1000 Kernan Ave Menasha WI 54952	Wisconsin Avenue Marathon	1920 E Wisconsin Ave
Jaliyan Gas, LLC Nilesh M. Patel, Agent, 4705 W Prairie Song Ln Appleton WI 54913	Wisconsin Avenue Pantry	111 W Wisconsin Ave
Northern Gas, LLC Roshankumar K. Patel, Agent, 3520 N Meadowsweet Ln Appleton WI 54911	You Pump	1306 S Oneida St

**“CLASS A” FERMENTED MALT BEVERAGE/LIQUOR LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Aldi Inc Wisconsin Dennis S. Stachowiak, Agent, 430 E Roosevelt St Appleton WI 54911	Aldi #68	116 N Linwood Ave

Aldi Inc Wisconsin Benjamin L. Diers, Agent, 1501 Maple Hills Dr Green Bay WI 54313	Aldi #69	2310 S Kensington Dr
AADYA, LLC Mahendra Patel, Agent, 2333 W Wisconsin Ave Appleton WI 54914	Calumet Pantry	319 E Calumet St
Wisconsin CVS Pharmacy LLC Robert A. Strazishar, Agent, 1310 Indigo Dr Oshkosh WI 54902	CVS Pharmacy #8525	700 W Wisconsin Ave
Dolgenercorp LLC Anthony W. Hawks, Agent, 2601 E Newberry St Appleton WI 54915	Dollar General	1320 W Wisconsin Ave Unit A
Skogen's Foodliner, Inc. Chad D. Meyer, Agent, 1316 Angels Path Apt #81 DePere WI 54115	Festival Foods	1200 W Northland Ave
Flanagan's Stop & Shop, Inc. Patrick James Flanagan, Agent, N1820 North Rd Greenville WI 54942	Flanagan's Stop & Shop	522 W College Ave
Lindo Michoacan Mexican Restaurant LLC Pedro Juarez, Agent, 1017 Grove St Menasha WI 54952	Lindo Michoacan	207 N Richmond St
Fishtail LLC Buddi S. Subedi, Agent, 3045 Winnipeg St Menasha WI 54952	Memorial Petroleum	415 S Memorial Dr
University Rx LLC Jude Jean-Pierre, Agent, 3916 N Millwood Dr Appleton WI 54911	RxLink University Pharmacy	133 E College Ave
Target Corporation Allison M.K. Hemker, Agent, 905 Kernan Ave Menasha WI 54915	Target Store T-1248	1800 S Kensington Dr
The Free Market, Inc. Lucinda M. Weinfurter, Agent, E2723 Cty Rd B Scandinavia WI 54977	The Free Market	734 W Wisconsin Ave
Olive Cellar LLC Gordon J. Cole, Agent, 1418 N Union St Appleton WI 54911	The Olive Cellar	277 W Northland Ave
Walgreen Co. Stacey A. West, Agent, 3034 Winnipeg St Menasha WI 54952	Walgreens #02921	1901 S Oneida St
Walgreen Co. Troy Rustad, Agent, 826 E Appletree Ln Appleton WI 54911	Walgreens #05102	700 W College Ave
Walgreen Co. Joshua M. Buck, Agent, 1911 Beck St Menasha WI 54952	Walgreens #07323	3330 E Calumet St
Walgreen Co. Laura Lanser, Agent, 2524 S Meadowview Ln Appleton WI 54915	Walgreens #12019	2803 N Meade St

Walgreen Co. Jason J. Jarmuskiewicz, Agent, 1671 Birch St Green Bay WI 54304	Walgreens #12693	729 W Northland Ave
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Wal-Mart Stores East LP Jason R Klunck, Agent, 1801 White Wolf Ln Kaukauna WI 54130	Wal-Mart Super Center	3701 E Calumet St
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**CLASS "B" FERMENTED MALT BEVERAGE LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Mai's Deli Fong Lee, Agent, 716 W 8 <sup>th</sup> St Kaukauna WI 54130	Mai's Deli	104 S Memorial Dr
Guang Hai Chen 1500 W Cloverdale Dr Appleton WI 54914	Min Du Buffet	1000 W Wisconsin Ave
VanderLinden Business Ventures LLC Paul R. VanderLinden, Agent, 900 E Apple Creek Rd Grand Chute WI 54913	Muncheez Pizzeria	600 W College Ave

**CLASS "B" FERMENTED MALT BEVERAGE LICENSE  
AND CLASS "C" WINE LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Sou Chomsisengphet 451 Forestview Dr Oshkosh WI 54904	Basil Café	1513 N Richmond St
Dog Lover Dawn Designs LLC Dawn C Smith, Agent, W3970 Devine Ln Appleton WI 54913	Board & Brush Creative Studio	109 N Durkee St
Bowl Ninety-One LLC Thong Vue, Agent, 2511 N Alexander St Appleton WI 54911	Bowl Ninety-One	100 E College Ave
Garden View Family Restaurant LLC Rose Salinas Villanueva, Agent, 125 E Calumet St Appleton WI 54915	Garden View Restaurant	216 E College Ave
Home Run Pizza LLC Patricia L. Reinke, Agent, 7 Greves Ct Grand Chute WI 54914	Home Run Pizza	1216 W Wisconsin Ave
Jerk Joint LLC Fay Oliver, Agent, 400 N Richmond St #332 Appleton WI 54911	Jerk Joint	1619 W College Ave #D
Cinisi, LLC Giuseppa Sollena, Agent, 5024 N Waterford Dr Appleton WI 54913	Luigi's Pizza	1835 E Edgewood Dr

Miss Brown's Fine Foods II LLC                      Miss Brown's Fine Foods II    400 N Richmond St #G  
Donnahugh Brown, Agent, 1020 N Superior St Appleton WI 54911

Moon Water Café LLC                      Moon Water Café                      606 N Lawe St  
Shannon Boegh, Agent, 1044 E Vine St Appleton WI 54911

Vers Venture LLC                      Mr Brews Taphouse    201 S Riverheath Way #1100  
Tammy L. Verhagen, Agent, 31 Golden Wheat Ln Wrightstown WI 54180

King Brokerage LTD                      Outer Edge Stage                      303 N Oneida St  
Lyssa M. King, Agent, N7839 Edgewater Ct Sherwood WI 54169

MK2 Investments LLC                      Pinot's Palette                      226 E College Ave  
Mari P Kessenich, Agent, 4509 N Knollwood Ln Appleton WI 54913

Sunflower Spa LLC                      Sunflower Spa                      1024 S Olde Oneida St  
Lacy A. Hardy, Agent, N10878 Artesia Beach Rd Malone WI 53049

Tempest Coffee Collective LLC    Tempest Coffee Collective    181 S Riverheath Way, Ste 1100  
Tyler A. Lonadier, Agent, 1133 W Woodstone Dr Appleton WI 54914

The Draw LLC                      The Draw                      800 S Lawe St  
John C. Adams, Agent, 425 E Circle St Appleton WI 54911

#### **"CLASS B" WINE ONLY RETAIL LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
McFleshman's Brewing Co. LLC	McFleshman's Brewing Co	115 S State St
Bobby McFleshman, Agent, 421 N Lawe St Appleton WI 54911		

#### **"CLASS B" FERMENTED MALT BEVERAGE/LIQUOR LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Axelrod LLC	Ambassador	117 S Appleton St
Jordan L. Hereford, Agent, 817 W Winnebago St Appleton WI 54914		
FirstUskana LLC	Angels Restaurant	1401 E John St
Ramazan Hajdini, Agent, 2000 S Maplecrest Dr #1 Appleton WI 54915		
Antojitos Mexicanos LLC	Antojitos Mexicanos	204 E College Ave
Fernando Almanza, Agent, 580 Cornrow Ln Combined Locks WI 54113		

Apollon II LLC Craig A. Persha, Agent, 610 N Appleton St Appleton WI 54911	Apollon	207 N Appleton St
Appleton Elks Lodge #337 James B. Marks, Agent, 1215 S Weimar St Appleton WI 54915	Appleton Elks Lodge #337	1103 W College Ave
Appleton Souvenir & Cigar Inc Robert J. Zima, Agent, 1625 Canary Ln Green Bay WI 54304	Appleton Souvenir & Cigar Co	415 W College Ave
Asian Thai 2 Inc Rong Zhang, Agent, 3709 S Hampton Ct Appleton WI 54915	Asian Thai	201 W Northland Ave Ste GH
MJ Author's Kitchen Joshua D. Sickler, Agent, 629 12 <sup>th</sup> St Menasha WI 54952	Author's Kitchen	125 E College Ave
Bad Badger, Inc. Michael J. Baker, Agent, N4120 Oak Ln Freedom WI 54130	Bad Badger Sports Bar	215 W College Ave
Badger Boys 2 LLC Tim G. Bruecker, Agent, 1713 Fieldcrest Dr Kaukauna WI 54130	Badger Sports Park	3600 E Evergreen Dr
Behnke Enterprises, Inc. Mark E. Behnke, Agent, 1820 N Douglas St Appleton WI 54914	Bazils Pub	109 W College Ave
Camelot of Appleton LLC Brian M. Striegel, Agent, 802 E College Ave Appleton WI 54911	Camelot	1700 E Wisconsin Ave
Plamann Bros., Inc. Terrance M. Plamann, Agent, 2240 Wintergreen Dr Appleton WI 54914	Capitol Centre	725 W Capitol Dr
Debra L Terry W6150 Cty Rd BB Lot #71 Appleton WI 54914	Carter's Caboose	1428 W Second St
PJW LLC Jennifer A. Thomas, Agent, 3000 S Lance Ave Appleton WI 54915	Chadwick's	413 W College Ave
Chesters Pub LLC Chester D. Krawze, Agent, 3012 N Oneida St Appleton WI 54911	Chester's Pub	2611 N Richmond St
Thao Enterprises Inc Maiyoua Thao, Agent, 5310 N Rosemary Dr Appleton WI 54913	Chung's Sandwich Bar	1804 S Lawe St Ste 204
Cleo's Brown Beam LLC Dean T. Sosnoski, Agent, N2549 Sommers Dr Appleton WI 54913	Cleo's	203 W College Ave

Kim Williams 200 E Harding Dr Appleton WI 54915	Corner Pub	1123 N Mason St
Dairyland Brewing Co LLC Dorri M. Schmidt, Agent, 1225 E Amelia St Appleton WI 54911	Dairyland Brew Pub	1216 E Wisconsin Ave
Dongpo Restaurant in Appleton, Inc. DongPo Restaurant Jenny Kong Yu, Agent, 3020 E Fallcreek Ln Appleton WI 54913		719 W College Ave
Strange Case Thomas M. Ales III, Agent, 1120 Grassy Plains Dr Neenah WI 54956	Dr. Jekyll's	314 E College Ave
Eager Beaver LLC Mark R. Joosten, Agent, 3909 E Appleseed Dr Appleton WI 54913	Eager Beaver Bar & Grill	1400 W Second St
El Azteca Restaurants, Inc. Fe Montalvo, Agent, 1808 Vandenberg Ln Kaukauna WI 54130	El Azteca Restaurant	201D W Northland Ave
El Sabor LLC Luis Santiago, Agent, W5749 Jochmann Dr Appleton WI 54915	El Sabor	2190 S Memorial Dr
TNE, Inc. Sharon L. Reader, Agent, N1522 Sandview Dr Fremont WI 54940	Emmett's Bar & Grill	139 N Richmond St
Yong Larson 812 Green St Menasha WI 54952	Far East	1330 S Oneida St
Fat Sammy's Inc Angela C. Gaines, Agent, 70 Santa Rita Dr. Walnut Creek CA 94596	Fat Sammy's	2500 S Oneida St
Medley Taverns LLC Steven K. Olson, Agent, 415 W Parkway Blvd Appleton WI 54911	Fox River House	211 S Walnut St
Friends & Neighbors, Inc. Michael D. Mattson, Agent, 148 S Walter Ave Appleton WI 54915	Friends & Neighbors	148 S Walter Ave
Galvan's LLC Spresium Useini, Agent, 843 Sundial Ln Neenah WI 54956	Galvan's	2220 E Northland Ave
The Original Music Collaborative LLC David G Willems, Agent, 59 South Meadows Dr Appleton WI 54915	Gibson Community Music Hall	211 W College Ave
DCMX LLC Mylee Xiong, Agent, W2374 Holly Ln Appleton WI 54915	Gingerootz	2920 N Ballard Rd Ste A

The Big Appleton Corporation Douglas W Wassmann, Agent, 622 S Lee St Appleton WI 54915	Glass Nickel Pizza Co.	2120 W College Ave
Good Company, Ltd. Trevor J. Reader, Agent, W3841 Highview Dr Appleton WI 54915	Good Company	110 N Richmond St
Grand Meridian, Inc. Kenneth G. Vandeyacht, Agent, 206 Edward St Combined Locks WI 54113	Grand Meridian	2621 N Oneida St
K Corporation Robert J. Kunstman, Agent, 1602 N Richmond St Appleton WI 54911	Grumpy's Pub	1501 N Richmond St
Henry J Grishaber LLC Henry J. Grishaber, Agent, 1937 E John St Appleton WI 54915	Hank & Karen's	1937 E John St
Grin & Barrett, Inc. Sheli S. Paez, Agent, 19 W Pleasantview Ct Appleton WI 54914	Hide-A-Way Bar	1400 W Wisconsin Ave
Hideout Bar LLC Amanda K. Ernst, Agent, 75 Paulina St Clintonville WI 54929	Hideout Bar	2828 N Ballard Rd
Ferg5 James E. Ferg, Agent, 36 Greves Ct Appleton WI 54914	Home Burger Bar	205 W College Ave
Santino LLC Katelyn E. James, Agent, 200 E James St Appleton WI 54915	Houdini's Escape	1216 S Oneida St
John C Greiner 1508 Oakridge Ave Kaukauna WI 54130	Jack's Apple Pub	535 W College Ave
DDCT, Inc. Jay J. Plamann, Agent, 601 Carrington Ln Appleton WI 54913	Jim's Place	223 E College Ave
Nakashima Sushi, Inc. Lisa S. Nakashima-Lindberg, Agent, 219 Arrowhead Ln Appleton WI 54913	Katsu-Ya of Japan	338 W College Ave
Lindo Michoacan Mexican Restaurant LLC Pedro Juarez, Agent, 1017 Grove St Menasha WI 54952	Lindo Michoacan	207 N Richmond St
Fox Valley Rentals & Investments LLC Brian M. Tomaszewski, Agent, 1459 Mera Ln Kaukauna WI 54130	M.T. Pockets	2906 E Newberry St
Two Bucks Only II LLC Daniel M. Burton, Agent, 725 Woodsview Ln Kimberly WI 54136	Maritime Bar	336 W Wisconsin Ave

Marks East Side, Inc. Mark Dougherty, Agent, 3624 N Racine St Appleton WI 54911	Mark's East Side	1405 E Wisconsin Ave
MIP LLC Matthew F Miller, Agent, 1019 E New York St Oshkosh WI 54901	McGuinness Irish Pub	201 S Walnut St
WHW Gastropub LLC Daniel J. Hoff Sr., Agent, 225 E Wayfarer Ln Appleton WI 54913	Meade Street Bistro	2729 N Meade St
Uncle Jim's, LLC Hollyann Strunc, Agent, 221 N State St Appleton WI 54911	Missfits	317 N Appleton St
Behnke Enterprises, Inc. Mark E. Behnke, Agent, 1820 N Douglas St Appleton WI 54914	No Idea Bar	109 W College Ave
Old Bavarian Brauhaus Inc Franz-Josef K. Schadt, Agent, 1513 Greendale St Menasha WI 54952	OB's Brau Haus	523 W College Ave
Pisco Mar, LLC Melissa S. Saint Geours, Agent, W1468 Ortlepp Rd Chilton WI 53014	Pisco Mar	528 W College Ave
GT Limited Todd J. West, Agent, 2101 West Main Street Unit D Appleton WI 54911	Rascal's Bar & Grill	702 E Wisconsin Ave
Simpson's Red Ox, Inc. John A. Hayes, Agent, 124 E Wilson Ave Appleton WI 54915	Red Ox Supper Club	2318 S Oneida St
Richmond St. Pub, Inc. Linda M. Guckenberger, Agent, 4910 N Meade St Appleton WI 54913	Richmond Street Pub	1631 N Richmond St
Gregg Van Dinter W6227 Wisconsin Ave Greenville WI 54942	Riverside Bar & Grill	906 S Olde Oneida St
Riverview Gardens Inc. Cynthia L. Sahotsky, Agent, W6122 Cty Rd P Black Creek WI 54106	Riverview Gardens	1101 S Oneida St
S C Carrow Corp Steven C. Carrow, Agent, W6492 Rickey Ln Greenville WI 54942	Rookies	325 N Appleton St
OM Investments, LLC Sivakumar Rajarathinam, Agent, 800 E Shady Ln Apt 6 Neenah WI 54956	Sai Ram Indian Cuisine	253 W Northland Ave
Sangrias Mexican Grill 2 LLC Sarah J. Gregory, Agent, 105 Valerie Dr Appleton WI 54915	Sangria's Mexican Grill	215 S Memorial Dr



Scubas Pourhouse LLC Steve R. Van Fossen, Agent, 2278 Fraser Fir Dr Appleton WI 54913	Scuba's Pourhouse	1309 E Wisconsin Ave
Jong Seng Lee and Patria Lee Vang 1025 Alva St Menasha WI 54952	Shadows Food & Spirit	211 S Walter Ave
Bark Entertainment LLC Bridget L. Friel, Agent, 2211 N Appleton St 54915	Skyline Comedy Club	1004 S Olde Oneida St
Theodocia LLC Julie A. Neubert, Agent, 1031 Brighton Dr Menasha WI 54952	Spats	733 W College Ave
Stone Arch Brewpub Inc Steven T. Lonsway, Agent, 5141 N Lynndale Dr Grand Chute WI 54913	Stone Arch Brew Pub	1004 S Olde Oneida St
Aaron Investments LLC Erik J. Anderson, Agent, 1414 W 2 <sup>nd</sup> St Appleton WI 54914	Stuc's Pizza	110 N Douglas St
Kim Williams 200 E Harding Dr Appleton WI 54915	Study Hall Grill & Pub	313A E Calumet St
Super Bowl Inc David L. Bardon, Agent, 260 Lincoln St Elkhart Lake WI 53020	Super Bowl	2222 E Northland Ave
C&K Catering Corporation Zhen Zhen Sun, Agent, 3336 Star Creek Ct Green Bay WI 54311	Sushi Lover	527-529 W College Ave
Tandem Wine & Beer LLC George H. Koenig, Agent, 419 S Church St Neenah WI 54956	Tandem Wine & Beer	101 W Edison Ave #100
Taste of Thai, Inc. Natcha Jitmaiwong, Agent, 792 S Olson Ave Grand Chute WI 54914	Taste of Thai	321 E College Ave
THBJ Investments, LLC Bruce A. Hawley, Agent, 503 Homestead Tr Kimberly WI 54136	The Bent Keg	417 W College Ave
Generation Paulson Chris D. Paulson, Agent, W5793 Royal Troon Dr Menasha WI 54952	The Daily Pint	830 E Northland Ave
Mc Gregors LLC Christopher J. Halbach, Agent, 207 N Main St Black Creek WI 54106	The Durty Leprechaun	343 W College Ave
Supple Fondue LLC John F. Supple III, Agent, 4244 S Shady Ln Oshkosh WI 54901	The Melting Pot	2295 W College Ave

Harvath LLC Terrill J. Harvath, Agent, 3997 N Trailway Ln Appleton WI 54913	The Wishing Well	2709 E Newberry St
Zhou Japanese Steakhouse LLC Yao Ming Zhou, Agent, 9606 N Noe Rd Appleton WI 54915	TJ's Japanese Steakhouse	4025 E Lorna Ln
Victorias of Appleton Inc Cresencio V. Victoria, Agent, 503 W College Ave Appleton WI 54911	Victoria's Restaurant	503 W College Ave
Lawrence University of Wisconsin Gregory L Griffin, Agent, 522 N Union St Appleton WI 54911	Viking Room	615 E College Ave
Tudy Wilder LLC Terrance A. Wilder, Agent, 1607 Mt Vernon St Oshkosh WI 54901	Wilder's Bistro	2639 S Oneida St Ste 1
Wooden Nickel Restaurant & Lounge Inc. Anthony A. Mueller, Agent, 217 E College Ave Appleton WI 54911	Wooden Nickel Sports Bar & Grill	217 E College Ave

#### **EXEMPT "CLASS B" FERMENTED MALT BEVERAGE/LIQUOR LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Beefeaters British Grille & Pub, Inc. Trevor J. Reader, Agent, W3841 Highview Dr Appleton WI 54913	Beefeaters	2331 E Evergreen Dr
Good Company, Ltd. Trevor J. Reader, Agent, W3841 Highview Dr Appleton WI 54913	Pullman's at Trolley Square Waterfront Banquets	619 S Olde Oneida St

#### **RESERVE "CLASS B" FERMENTED MALT BEVERAGE/LIQUOR LICENSE**

<b><u>NAME</u></b>	<b><u>TRADE NAME</u></b>	<b><u>ADDRESS</u></b>
Das Ventures Inc Jeffery E. Fogle, Agent, 774 Elm St Neenah WI 54956	Appleton Beer Factory	603 & 607 W College Ave
Appleton Yacht Club Andrew T. Potter, Agent, 3146 N Lawe St Appleton WI 54911	Appleton Yacht Club	1200 S Lutz Dr
AF Inc Chuan Shun Chen, Agent, 1620 Tri Park Way Apt 8 Appleton WI 54914	Bamboo	2230 E Northland Ave
Blazin Wings, Inc. Kimberly M. Lutzewitz, Agent, W6368 Boonesborough Dr. Greenville WI 54942	Buffalo Wild Wings	3201 E Calumet St
Appleton Hotel Ventures LLC Toni L. Roloff, Agent, 221 N Bennett St Appleton WI 54914	Cambria Suites	3940 N Gateway Dr

Wise Restaurant Group                      Christianos Pizza                      2400 S Kensington Dr #500  
Paul J Wise, Agent, 1349 Partridge Ct Oshkosh WI 54904

Kensington Restaurant, Inc.                      Cinders                      221 S Kensington Dr  
Carolyn A. VandenBogart, Agent, 1009 Charles St Little Chute WI 54140

Fox Cities Hotel Investors LLC                      Copper Leaf Boutique Hotel & Spa                      300 W College Ave  
Richard Batley, Agent, 1538 Whitetail Dr Neenah WI 54956

Riverheath Hospitality LLC                      Courtyard Appleton Riverfront                      101 S Riverheath Way  
Cindy L. Evers, Agent, W8690 Pheasant Run Hortonville WI 54944

C-Vine Lounge LLC                      C-Vine Lounge                      531 W College Ave  
Conrado Lopez Mendez, Agent, 2932 W Glenpark Dr Appleton WI 54914

D2 of Appleton, Inc.                      D2 of Appleton                      403 W College Ave  
Michael J. Lenarduzzi, Agent, 397 Hoganwood Cir Sobieski WI 54171

Déjà Vu Enterprises LLC                      Déjà Vu Martini Lounge                      519 W College Ave  
Kelly Koroll, Agent, 519 W College Ave Appleton WI 54911

Fox Cities Building for the Arts Inc                      Fox Cities Building for the Arts                      111 W College Ave  
Christina S. Turner, Agent, 275 Lake Rd Menasha WI 54952

Fox Cities Performing Arts Center, Inc.                      Fox Cities Performing Arts Center                      400 W College Ave  
Maria S. VanLaanen, Agent, 419 Hidden Ridges Way Combined Locks WI 54113

J Restaurant LLC                      Fratellos Riverfront Restaurant                      501 W Water St  
Jay P. Supple, Agent, 4716 Bay View Ln Oshkosh WI 54902

DVV Enterprises                      Fress                      509 W College Ave  
Steve R. Van Fossen, Agent, 2278 Fraser Fir Ln Appleton WI 54913

El Jaripeo Appleton LLC                      Jaripeo Mexican Grill                      3401 E Evergreen Dr  
Oscar A. Sandoval Rosales, Agent, 4925 N Waterford Dr Appleton WI 54913

Mondo Wine LLC                      Mondo Wine Bar and Retail                      220 W College Ave  
David J. Oliver, Agent, 833 E Franklin St Appleton WI 54911

Behnke Enterprises, Inc.                      Olde Town Tavern                      107 W College Ave  
Mark E. Behnke, Agent, 1820 N Douglas St Appleton WI 54914

Player 2 LLC                      Player 2 Arcade Bar                      215 E College Ave  
Marissa R. Emerson, Agent, 1201 Bartell Ct #10 Appleton WI 54914

Good Company, Ltd. Trevor J. Reader, Agent, W3841 Highview Dr Appleton WI 54913	Pullmans Waterfront Banquets	619 S Olde Oneida St
Fox River Boat Holding Co, LLC Christine J Williams, 1037 W Oklahoma St, Appleton WI 54914	River Tyme Bistro	425 W Water St #100
Rye Inc Nicolas Morse, Agent, 4553 W Parkway Blvd Appleton WI 54913	Rye Restaurant	308 W College Ave
BT & Dave, LLC Theodore V. Suess, Agent, 1414 W Spencer St Appleton WI 54914	Speakeasy Ultra Lounge	425 W College Ave
Thai Ginger Bistro LLC Bounpheng Luangpraseuth, Agent, 2903 N Rankin St Apt 1 Appleton WI 54911	Thai Ginger Bistro	1619 W Wisconsin Ave Ste F
10 <sup>th</sup> Frame LLC Chad M. Van Daalwyk, Agent, 1319 N Erb St Appleton WI 54911	The 10 <sup>th</sup> Frame	618 W Wisconsin Ave
Milko, Inc. Samuel D. Kilgas, Agent, 4233 E Ashbury Dr Appleton WI 54913	The Bar on the Avenue	427 W College Ave

May 26, 2020

KAMI LYNCH  
CITY CLERK



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

FORM #1

License Fees (See Section 5) \$ 1980

ChargeCode: CLLFAR

Investigation Fee - REQUIRED + \$7.00 ChargeCode: CLCPIF

Total Amount Paid

\$ 1987

Date Rec'd

4, 21, 20

FEES ARE NON-REFUNDABLE

Receipt #

848-0002

## FARM MARKET APPLICATION

### SECTION 1 - ORGANIZATION INFORMATION - Answer all questions completely. Please PRINT clearly

Name of Organization

ADI - Summer Farm Market

Street Address

333 W. College Ave Ste 100

City

Appleton

State

WI

Zip

54911

Telephone Number

920-515-3547

Contact Person

Dyanna Hugdahl

Contact Telephone No.

920-954-9112

Date of Birth

11-14-69

### SECTION 2 - EVENT INFORMATION

Location/Site where Farm Market will be held (Please be Specific)

College Ave - Appleton to Drew St, Houdini Plaza, Oneida - Morrison St.\*

List ALL dates the market will be held

Saturdays - June 20thru October 31 - 17 weeks (no market Sept 26 october fest)

Number of Vendors

July 4

Estimated number of persons attending the event

5000 +

### SECTION 3 - ADDITIONAL INFORMATION

	NO	YES	Action to be taken
Are you requesting any street closures?		<input checked="" type="checkbox"/>	If Yes, please indicate which street and from what point to what point? <u>Same as previously</u>
Are you requesting any special parking restrictions?		<input checked="" type="checkbox"/>	If Yes, please contact the Appleton Police Department Operations Coordinator to discuss this request. (920.832.5500)
Will portable restrooms be used?		<input checked="" type="checkbox"/>	Describe toilet facilities available to participants: <u>Houdini Plaza, Morrison.</u>
Is this event on private property?		<input checked="" type="checkbox"/>	If Yes, please contact Community Development at (920-832-6468) <u>Same as previously *</u>
Will the event be held in an Appleton Park or utilize any park facilities?		<input checked="" type="checkbox"/>	If Yes, please explain. What Park? <u>Houdini Plaza</u> Contact the Appleton Parks and Recreation to reserve this park. (920.832.5905)
Will the event be held indoors?	<input checked="" type="checkbox"/>		If Yes, what building (Provide street address)
Will a tent or any other temporary structure be erected?		<input checked="" type="checkbox"/>	The Appleton Fire Department will need to review your structure plans (920.832.5810)
Will food be prepared and/or served at the event?		<input checked="" type="checkbox"/>	If Yes, please explain: <u>if guidelines from Covid-19 have been lifted.</u> Contact the Appleton Health Department (920.832.6429)

\*please see attached explanation, along with Covid-19 guidelines for Farmers Markets. Thank-You!

Will alcoholic beverages be served/sold?	✓		If Yes, contact the City Clerk to obtain a "Special Class B" license to sell/serve beer and/or wine. (920.832.6443)
<b>SECTION 3 – ADDITIONAL INFORMATION (CONTINUED)</b>			
	NO	YES	Action to be taken
Do you have the correct level of insurance for this event?		✓	A license WILL NOT be issued without an approved Certificate of Insurance on file. For further questions you may contact the City's Risk Manager. (920.832.6300)
<p><b>SPECIAL NOTE:</b> Dumpsters and barricading of streets will NOT be provided by the City. You will be responsible to contract these services with an outside provider. For additional information, please contact the City of Appleton's Traffic Section (920.832.5580)</p>			
<b>SECTION 4 – INSURANCE NOTICE</b>			
Insurance Coverage:			
Insurance Carrier: <u>On file with the city</u>			
Insurance Agent Name and Phone Number: _____			
Policy Number: _____			
Policy Period: _____			
<p>I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee, or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance requirements of the City of Appleton. I hereby certify that I, or the company I represent, have insurance in the amounts required to obtain this permit/license, have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance carrier, the policy number, and policy period above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify, defend and hold harmless the City of Appleton and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorneys fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right-of-way or property under this permit or license.</p>			
I certify that this application, and all information and documentation provided therein, is true and accurate.			
Signature: <u><i>Janana Hagedahl</i></u>			
<b>SECTION 5 – FEE STRUCTURE</b>			
2 to 10 Vendors	\$120.00		
11 or more Vendors	$\$12.00 \text{ each}$ $(\text{165}) \times \$12.00 = \$1980-$		

FOR OFFICE USE ONLY				
Department	Approve	Deny	By	Reason
Police				
Fire				
Health				
Inspection				
Community				

Development				
City Sealer				
Public Works				
Parks and Rec				
Safety & Licensing date			Common Council	
Date Issued			Expiration Date	
			License Number	

2/26/19

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



Name: \_\_\_\_\_

PLEASE MARK THE DATES YOU WISH TO RESERVE YOUR SPACE  
FOR SATURDAY ATTENDANCE AT THE 2020 FARM MARKET.

June 20 \_\_\_\_\_

June 27 \_\_\_\_\_

July 4 \_\_\_\_\_

*Opening Day -*

July 18 \_\_\_\_\_

July 11 \_\_\_\_\_

July 25 \_\_\_\_\_

August 1 \_\_\_\_\_

August 22 \_\_\_\_\_

August 8 \_\_\_\_\_

August 29 \_\_\_\_\_

August 15 \_\_\_\_\_

September 5 \_\_\_\_\_

September 19 \_\_\_\_\_

September 12 \_\_\_\_\_

Note: No Farm Market on Saturday, September 26<sup>th</sup> – Octoberfest weekend!!!

October 3 \_\_\_\_\_

October 17 \_\_\_\_\_

October 10 \_\_\_\_\_

October 24 \_\_\_\_\_

October 31 \_\_\_\_\_

Please fill out the above schedule & return ASAP!

Thank You!



April 6, 2020

To: City of Appleton, City Clerk

Re: Downtown Appleton Farm Market

Kami,

We are reaching out to have open discussion regarding the Downtown Appleton Farm Market and our hope to work alongside your office and the City Health Department to be allowed to host the Farm Market in a legal and safe manner according to the guidelines attached. The Farm Market is an important economic driver that allows fresh local products to reach families while strengthening regional agriculture and the local economy. The information provided explains how farm markets are exempt from Governor Evers' "Safer at Home" order; and how markets play an important role as an essential food source for our community.

Also included; our request to utilize Morrison Street, as needed, if Oneida is blocked due to construction.

**Market Opening Date:** *Delaying start of market to July 4, 2020.*

**Market Time:** *8 a.m. to 12:30 p.m.*

**Market Location:** *College Avenue – Appleton Street to Drew Street (potentially, Oneida, Morrison & Houdini Plaza).*

Per the guidelines attached, if the guidelines have not been lifted, here is how market will appear for 2020, until the restrictions are lifted:

**Covid-19 Market Changes:**

1. Maximum of **eighty** vendors, until guidelines are lifted. Actual number **could be lower**, due to vendors opting to not participate at market. Will know more, as dates get closer.
2. Per guidelines listed, no sampling permitted.
3. NO Arts & Craft vendors, musicians, programming vendors, sponsors and no hot-food, ready to eat vendors.
4. Produce vendors and pre-packaged food vendors, **ONLY** permitted, until restrictions lifted.
5. Handwashing stations, hand sanitizers available for vendors and customers.
6. NO reusable bags, single use bags only permitted.
7. NO customers permitted to touch product.

8. We will keep our regular market footprint, to space vendors further apart, thus helping with "social distancing" for all vendors and customers.
9. Per guidelines, signage for reminders on "Social Distancing" and "NO reusable bags, permitted!"

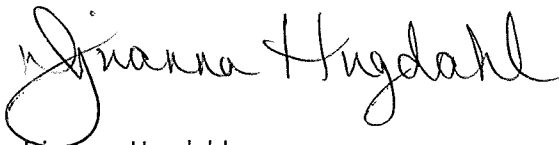
With Oneida Street potentially being unavailable due to construction occurring at the Zuelke building, we would request the ability to potentially set up vendors on Morrison Street, to accommodate the fifteen plus vendors that set up currently on Oneida Street, between Soldiers Square and College Avenue.

**Morrison Street potential:**

1. Requesting to place vendors on Morrison Street. Preferably north of College Avenue, but potentially south, if space is needed. With the inability to have food vendors (cooking), that have participated in Houdini Plaza; needing to be relocated to College Avenue, we will be looking for some additional space to accommodate these vendors, as well as those from Oneida Street. Once the restrictions are lifted for non-essential vendors, it will be even more critical to fit in the artists from those areas.
2. Please note, that if Oneida Street is available, we will not plan on utilizing Morrison Street, until needed, due to construction with the Zuelke building.

Please feel free to reach out to me via email or my personal cell phone with any questions. Thank you for taking the time to review this request, as I am sure there

Sincerely,



Djuanna Hugdahl  
Community Partnership Director  
Appleton Downtown Inc.  
[djuanna@appletondowntown.org](mailto:djuanna@appletondowntown.org)  
Cell: 920.205.9508



# Covid-19 Strategies for Farmers Markets

Farmers markets in Wisconsin have been exempted from closing and from mass gathering restrictions instituted as the result of Covid-19. The following is from the FAQ document provided by the State of Wisconsin for mass gatherings:

***Will grocery stores remain open? Grocery stores, convenience stores, and farmer's markets are exempt from the order as long as: (1) they close all seating intended for consuming food; (2) self-service operations of salad bars and buffets is ceased; and (3) customers are prohibited from self-dispensing all unpackaged food. (3/17/20)***

Farmers markets, like grocery stores are considered an essential food resource. They may prove to be even more important if larger supply chains are disrupted leading to shortages of agricultural products we produce locally. To fulfill this role successfully, each market must decide if it can provide a shopping environment at least of equal safety to local grocery stores. The following are best management practices collected from across the country for you to consider. Not all of the options will be suitable for all markets. They will help you to minimize the spread of Covid-19 at your market while maintaining this essential food resource for your community and your vendors.

**What can the market do?** The goal of the following practices is to minimize shopper time at the market and the spread of Covid-19. Although farmers markets are important community events, these actions will help the market to focus on it's role as an essential food resource and protect public safety.

- No sampling
- No prepared foods or prepared foods to go ONLY. Everything must be pre-packaged to consume off site.
- No non-food vendors
- No music, tabling, activities, promotions or pets
- Handwashing stations/hand sanitizers for both vendors and customers
- Social distancing messaging and signage
- No customer contact with product (only vendors touch product until sold)
- Single use bags
- Increase the spacing between vendors to allow customers to maintain safe distance from each other and other vendors
- Market layouts usually have vendors facing each other across an aisle. This concentrates customers in the center. In order to provide more social distance, consider placing vendors on one side or having vendors face outward. Just be sure to give your vendors the space they need also.
- Consider alternative shopping methods like a one sided drive through market or online ordering with market pick up.
- Suspend fines for no shows to help prevent sick vendors from coming to the market out of obligation.



### What can vendors do?

- No sick vendors or employees at the market. Vendors should prioritize the health of customers.
- Have a different person handling money than handling produce. Although there is little evidence that money or tokens can transmit Covid-19, having a one person take money and talk with customers helps limit the contact of the farm staff to possible transmission.
- Use single use bags packed by the vendor.
- Clean/sanitize/disinfect surfaces including tables and table cloths before the market.
- Use barrier tables (an extra 3 foot wide table between the customer and the product) or put a check out table in front of the product. Only the staff at the booth should be handling the product. If customers can't see what is being sold use a chalk or dry erase board to list products.
- Wash hands regularly with soap and water. ([Build your own handwashing station for under \\$20.](#))
- Use hand sanitizer only when necessary on clean hands. Hand sanitizer is not effective on dirty hands.
- Use single use gloves where needed.
- Avoid touching hands to face.

### Messaging

Letting customers know if your market is open, the start date is delayed or if the market is closed is critical. If your market will remain open, be certain both customers and vendors know what you are doing to protect their safety and what they can do to protect themselves and others while at the market. If your markets will be closed, do your best to connect your customers with vendors. They will still have product to sell. Customers may be able to pick up products on farm or arrange a local drop off site for pre-packaged orders. Some markets are even considering drive through options. Some involve shopping from your car and others buying in advance and picking up the order at the market. There are a lot of ways to fulfill the farmers markets mission without compromising public health. Hopefully this guide will help you consider ways to maintain this essential food resource for your community.

For additional questions please contact Kristin Krokowski, UW-Madison Extension Commercial Horticulture Educator by email at [krokowski@wisc.edu](mailto:krokowski@wisc.edu).

*Updated 3/26/20*





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

License Fees (See Section 5) \$	120	ChargeCode: CLLFAR
Investigation Fee – REQUIRED +	\$7.00	ChargeCode: CLCPIF
Total Amount Paid	\$ 127	Date Rec'd 5/4/20
FEES ARE NON-REFUNDABLE		Receipt # 876-0005

## FARM MARKET APPLICATION

### SECTION 1 – ORGANIZATION INFORMATION – Answer all questions completely. Please PRINT clearly

Name of Organization Long Cheng Marketplace			
Street Address 1804 S. Lawe Street		City Appleton	State WI
Zip 54915	Telephone Number 920-428-6484	Contact Person Maiyoua Thao	Contact Telephone No. 920-428-6484
Date of Birth			

### SECTION 2 – EVENT INFORMATION

Location/Site where Farm Market will be held (Please be Specific) 1804 S. Lawe Street Appleton - Parking Lot	
List ALL dates the market will be held Mid June - October	
Number of Vendors 10	Estimated number of persons attending the event 50

### SECTION 3 – ADDITIONAL INFORMATION

	NO	YES	Action to be taken
Are you requesting any street closures?	✓		If Yes, please indicate which street and from what point to what point?

NOTE: A permit cannot be issued for a major thoroughfare (arterial or collector streets; federal, state and county highways; bus routes) unless traffic flow can, in the opinion of the Traffic Section, be reasonably accommodated on adjacent streets.

Are you requesting any special parking restrictions?	✓		If Yes, please contact the Appleton Police Department Operations Coordinator to discuss this request. (920.832.5500)
Will portable restrooms be used?	✓		Describe toilet facilities available to participants:
Is this event on private property?	✓		If Yes, please contact Community Development at (920-832-6468)
Will the event be held in an Appleton Park or utilize any park facilities?	✓		If Yes, please explain. What Park?  Contact the Appleton Parks and Recreation to reserve this park. (920.832.5905)
Will the event be held indoors?		✓	If Yes, what building (Provide street address) 1804 S. Lawe Street
Will a tent or any other temporary structure be erected?	✓		The Appleton Fire Department will need to review your structure plans (920.832.5810)
Will food be prepared and/or served at the event?		✓	If Yes, please explain:  Contact the Appleton Health Department (920.832.6429)

Will alcoholic beverages be served/sold?	<input checked="" type="checkbox"/>	If Yes, contact the City Clerk to obtain a "Special Class B" license to sell/serve beer and/or wine. (920.832.6443)
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### SECTION 3 – ADDITIONAL INFORMATION (CONTINUED)

	NO	YES	Action to be taken
Do you have the correct level of insurance for this event?		<input checked="" type="checkbox"/>	A license WILL NOT be issued without an approved Certificate of Insurance on file. For further questions you may contact the City's Risk Manager. (920.832.6300)

**SPECIAL NOTE:** Dumpsters and barricading of streets will NOT be provided by the City. You will be responsible to contract these services with an outside provider. For additional information, please contact the City of Appleton's Traffic Section (920.832.5580)

### SECTION 4 – INSURANCE NOTICE

#### Insurance Coverage:

Insurance Carrier: Secura Insurance Companies

Insurance Agent Name and Phone Number: Ruth Vorwald 262-697-7250

Policy Number: 20-CP-003256875-8/000

Policy Period: 9/1/19 - 9/1/2020

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee, or duly authorized representative of the entity obtaining this permit/license. I have reviewed and understand the insurance requirements of the City of Appleton. I hereby certify that I, or the company I represent, have insurance in the amounts required to obtain this permit/license, have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance carrier, the policy number, and policy period above. Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify, defend and hold harmless the City of Appleton and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorneys fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right-of-way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Signature Kellie Her

### SECTION 5 – FEE STRUCTURE

2 to 10 Vendors <u>X</u>	\$120.00
11 or more Vendors	\$12.00 each (_____ X \$12.00) =

### FOR OFFICE USE ONLY - Date sent - 5/4/20

Department	Approve	Deny	By	Reason
Police				
Fire				
Health				
Inspection				
Community				

Development				
City Sealer				
Public Works				
Parks and Rec				
Safety & Licensing date			Common Council	
Date Issued			Expiration Date	
			License Number	

2/26/19

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



# GRANT TRACKING FORM



## PART #1: Notification of Grant Funds

(email to [tony.saucerman@appleton.org](mailto:tony.saucerman@appleton.org))

APPLICANT DEPARTMENT: Appleton Fire Department DATE: 05/11/21

APPLICANT DEPARTMENT GRANT CONTACT NAME/TITLE: Sharon Brochtrup/Assistant to the Fire Chief

COMMITTEE OF JURISDICTION: Safety & Licensing Committee

NAME OF GRANT/FUNDING SOURCE: Assistance to Firefighter's Grant - COVID-19/FEMA

AMOUNT OF GRANT REQUEST: \$ 16,234 LOCAL MATCH REQUIREMENT: \$ 1,476

SOURCE OF MATCH: ☒ General Fund ☐ Non-General Fund ☐ Not Applicable

TIMEFRAME OF GRANT: 01/01/2020 through 05/29/2021

TYPE OF GRANT REQUEST: ☒ Monetary ☐ Other (explain under 'purpose of grant')

### PURPOSE OF GRANT (summary):

The purpose of the grant is to provide critically needed resources that equip personnel to respond to the COVID-19 public health emergency and support community resilience.

### How does the grant meet City/Department/Program goals?

The grant will provide personal protective equipment for firefighters responding to medical incidents keeping them safe from the virus and available to respond to emergency incidents for our citizens.

### What are the personnel requirements (include both existing and new staff) of the grant?

There are no personnel requirements other than administering and tracking grant purchases.

DEPARTMENT HEAD SIGNATURE: 

## PART #2: Request to Accept Grant Funds

(complete after notification of grant award; email to [tony.saucerman@appleton.org](mailto:tony.saucerman@appleton.org))

AMOUNT OF GRANT AWARD: \$ \_\_\_\_\_ FEDERAL/STATE ID #: \_\_\_\_\_

LOCAL MATCH REQUIREMENT: \$ \_\_\_\_\_

Please describe the source of match, if applicable:

Please describe any major changes in proposed grant-funded activities:

PART	TO:	DATE:	TO:	DATE:	TO:	DATE:
#1: Request to Apply	Finance Dept		COJ - Info/Action		FAC - Info/Action	
#2: Request to Accept	Finance Dept		COJ - Action		FAC - Action	

COJ = Committee of Jurisdiction

FAC = Finance and Administration Committee