

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**Tuesday, June 11, 2019 - 6:30 PM**  
**Hauser Room - City Administration Building**

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

**A G E N D A**

1. Approval of Minutes of the May 28, 2019, Regular Meeting (Minutes can be found on the City website)
2. Public Appearances
3. Purchase Replacement Handguns and Associated Equipment (Attachment)
4. Ordinance 2019-14 Amending Article IV - Division 3: Noise (Attachment)
5. Ordinance 2019-15 Amending Code §4-106: Temporary Extension of Licensed Premises (Attachment)
6. Ordinance 2019-16: Amending Code §17-201(c) to Correct a Statutory Reference (Attachment)
7. Resolution No. 2019-16: Compliance Maintenance Annual Report for Sanitary Sewer (Attachment)
8. Special Event Permits:
  - a. Udderly Euro Car Show (Attachment)
9. Licenses
  - a. Beverage Operator License Applications (Attachment)
  - b. Retail Liquor/Beer License Application - Ballroom at the Reserve (Attachment)
  - c. Beverage Operator License Application - Delinquent Payment (Attachment)
  - d. Beverage Operator License Application (New) - Denial (Attachment)
  - e. Taxi Cab License Applications:
    1. Call A Cab LLC (Attachment)
    2. TNT Limousine Service LLC (Attachment)
10. Public Works General Construction and Department Activity (Attachment)
11. Announcements / Future Agenda Items
12. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the **Public Works Administrative Assistant at (920)886-6240** or the **City's ADA Coordinator at (920)886-6106 or e-mail [attorney@ci.Neenah.wi.us](mailto:attorney@ci.Neenah.wi.us)** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, May 28, 2019 - 6:30 PM**  
**Hauser Room - City Administration Building**

**Present:** Aldermen Bates, Lang, Lendrum, Spellman and Stevenson

**Also Present:** Mayor Kaufert, City Attorney Godlewski, Assistant City Attorney VandenHeuvel, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Deputy Director of Community Development and Assessment Schmidt, Traffic Engineer Merten, Police Chief Olson, Assistant Chief Sievert, Ed Hudak, Nikki Hessel, Chris Jones

**Minutes:**

**Motion/Second/Carried Lendrum/Stevenson to approve the minutes of the May 7, 2019, Regular Meeting.** All voting aye.

**Public Appearances:** None.

Ordinance 2019-14 Amending Article IV - Division 3: Noise: Assistant City Attorney VandenHeuvel reviewed Ordinance 2019-14 amending article IV - Division 3 relating to noise. He stated that some provisions are based on model ordinances and that the table of maximum decibel levels is taken from the City of Appleton ordinance. He noted that the ordinance replaces a more subjective determination of noise level with a set decibel level, which will help with enforcement and prosecution of noise complaints. He stated that officers will likely follow current practice of issuing a warning on the initial violation and then a citation if there is a subsequent violation.

Committee discussed a number of aspects of the ordinance including coordination of the decibel levels with other code areas that reference noise levels, the application of the ordinance to loud mufflers, and the application of the ordinance to barking dog complaints. Assistant City Attorney VandenHeuvel stated that Section 6 of the ordinance notes that State statute will still be used as the basis for muffler violations. He reviewed noise level limitations for beer gardens and special events. Assistant Chief Sievert stated that barking dog violations are based on the nuisance ordinance.

Committee discussed the application of the ordinance to industrial equipment, especially where industrial property abuts residential property. City Attorney Godlewski stated that noisy industrial equipment could be considered a public nuisance issue. Assistant City Attorney VandenHeuvel clarified that the decibel level violation is based on the zoning of the property that is the source of the noise.

Chief Olson noted that sworn staff will be trained in the three decibel meters that have been ordered. He stated that citizen reporting of decibel levels would not be valid in court.

Ed Hudak, 207 Crescent Drive, addressed the Committee to compliment the work on the ordinance and to question the manner in which loud mufflers are handled. He noted that the Appleton ordinance refers to a noise level at a specific distance from the muffler of a motorcycle running at a specific revolutions per minute.

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Assistant City Attorney VandenHeuvel reiterated that the proposed ordinance defers to State statute. He also noted the ability to cite based on statute prohibiting muffler alteration that increases exhaust noise. Chief Olson reviewed procedures for citing a loud motorcycle. He noted that Sgt. Fosler has been assigned the task of reducing loud vehicle complaints in the City and outlined the department program.

ORD.

Following further discussion, **Motion/Second/Carried Lang/Lendrum to recommend Council adopt Ordinance 2019-14 amending Article IV Division 3 of the municipal code relating to noise violations.** All voting aye.

Ordinance 2019-15 Amending Code §4-106 Making the Beer Garden Regulations Applicable to State Licensed Premises; and Creating Code §4-107 Temporary Extension of Licensed Premises: City Attorney Godlewski reviewed proposed Ordinance 2019-15. City Attorney Godlewski noted that the impetus for amending Code §4-106 was the recent Barrel 41 application. In regard to amending Code §4-107, he noted that there were several parameters that required Committee input relative to application filing and amplified noise times. Committee consensus was to use a 21 calendar day lead time for an application filing.

Assistant City Attorney VandenHeuvel noted that the provision allowing special issuance by the Mayor in Sec. 4-107(2) provides for just one special issuance per licensed premises. Committee discussed the definition of licensed premises and possible modifications to this provision.

Committee discussed the time period allowed for amplified sound. Committee questioned the consistency in amplified sound times between this ordinance and other related ordinances.

Following discussion, City Attorney Godlewski stated that he would research other similar ordinances and bring a proposed ordinance to a future Committee meeting.

Resolution 2019-14: Fee Schedule to Add Fee for Temporary Extension of a Licensed Premise:

Following discussion, **Motion/Second/Carried Lang/Stevenson to refer Resolution 2019-14 to the Finance and Personnel Committee.** All voting aye.

We Energies Easement Request – Bergstrom Mahler Museum: Director Kaiser reviewed an electric distribution easement request by We Energies on the Bergstrom-Mahler Museum property. He noted that the easement was about 15 feet wide and extends 50 feet into the property. He stated that two transformers would be placed in this area. He stated that We Energies had agreed to a payment of \$300 for placement of the second transformer in this easement.

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REPORT

Following discussion, **Motion/Second/Carried Lendrum/Stevenson to recommend Council approval of the Distribution Easement – Underground for We Energies work request 4243034 on the Bergstrom-Mahler Museum site.** All voting aye.

Downtown Traffic Study Phase II Consultant Selection: Traffic Engineer Merten reviewed the scoring matrix for the consultants that provided proposals for the second phase of the Downtown Neenah Traffic Study as requested by the Committee at their May 7, 2019, meeting. He noted that the scoring matrix confirms the closeness of the evaluation of the proposals from MSA Professional Services and Ayres Associates. He confirmed that the staff recommendation continues to be MSA Professional Services and that this is based, in part, on the cost difference in those two proposals. Staff had considered proposal cost to be 25% of the evaluation. Director Kaiser noted that the Committee could remove the proposal cost from the consideration. He noted the typical importance of cost assigned to consultant proposal evaluations. Committee discussed the merits of the proposals, the consideration of the cost difference, the potential impact of the study recommendations on future capital projects, and the value of having another consultant evaluate traffic conditions in the area. Mayor Kaufert stated that he agreed that having another set of eyes evaluate traffic conditions has value and that the higher cost can be warranted given the larger development picture in the downtown. Traffic Engineer Merten reviewed the comparison of project hours detailed by the consultants.

REPORT

Following further discussion, **Motion/Second/Carried Stevenson/Bates to recommend that the City enter into a professional services agreement with Ayres Associates for Phase II of the Downtown Traffic Study in the amount of \$49,290, utilizing \$45,000 in 2019 budgeted TID 10 funds and \$4,290 in unspent TID 10 reserves.** All voting aye.

Ordinance 2019-13 Amending Article IV Storm Water Management: Director Kaiser reviewed two changes to Ordinance 2019-13 requested by Alderman Kunz following prior Committee action to recommend ordinance approval. The first change involved the removal of the reference to the “Director” in Sec. 17-126(9). Director Kaiser indicated that this is a redundant reference. The second change involved creating a definition for “Other developed property” and removing reference to “Non-residential property”.

ORD.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend Council approve Ordinance 2019-13 Amending Article IV Storm Water Management Services.** All voting aye.

Pendleton Road Trail Easement: Director Kaiser reviewed his May 23, 2019, memo requesting approval of the permanent limited easement for trail construction on the west side of Pendleton Road abutting the Pendleton Park Apartment development. The easement will be a 2-foot strip along the east edge of the apartment parcel. Director Kaiser noted that the need for the easement was triggered by the estimated \$80,000 cost to relocate the street light poles, AT&T facilities and Spectrum cable facilities impacted by trail construction on the west side of Pendleton Road. The easement will allow trail installation to take place without the utility relocations.

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Mayor Kaufert informed the Committee that he has reviewed the current landscaping for the development with Director Haese. He stated that several trees will be installed after trail construction is complete. This will bring the site in compliance with the approved landscape plan.

REPORT

Following discussion, **Motion/Second/Carried Lang/Lendrum to recommend Council approve the permanent limited easement for trail construction along the west side of Pendleton Road abutting the Pendleton Park Apartment development.** All voting aye.

Special Event Permits:

Backdraft Bike Tour: Committee reviewed the Street Use Permit for the Backdraft Bike Tour to be held on June 9, 2019.

C.A.

Following discussion, **Motion/Second/Carried Lang/Lendrum to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Backdraft Bike Tour, sponsored by the Neenah Menasha Firefighters Charitable Foundation, Tim Patterson, 125 E. Columbian Avenue, Neenah, to be held on June 9, 2019.** All voting aye.

Major League Fishing Bass Pro Tour: Committee reviewed the Street Use Permit for the Major League Fishing Bass Pro Tour to be held on June 22 through July 1, 2019. Nikki Hessel, Executive Director of FNI, and Chris Jones, Neenah High School Fishing Club advisor, addressed the Committee regarding aspects of the event. Ms. Hessel stated that FNI is acting as a facilitating partner to put the event organizers in touch with the proper parties. Mr. Jones described how the event will proceed. He noted that there will be 80 competitors. He stated that this is the first time that an event of this type has been this close to Neenah. Mayor Kaufert reviewed the projected economic impact of the event. Ms. Hessel reviewed the origins of the event request. She stated that Major League Fishing typically requires a community payment of \$75,000 in order to host the event. They are not requiring that of Neenah.

Mayor Kaufert stated that the event will use the east parking lot of Shattuck Middle School to stage production equipment. He stated that Laudan Boulevard between Elm Street and Reed Street will be closed during the event. He stated that the Rec Park boat launch will be heavily used by the event. He stated that, in order to accommodate affected Neenah boaters, Winnebago County will honor the Neenah launch stickers at their boat landings. Committee discussed parking for event spectators. Committee requested that the changeable message boards be placed to notify the neighborhood and boaters of the event.

C.A.

Following discussion, **Motion/Second/Carried Lang/Lendrum to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Major League Fishing Bass Pro Tour, sponsored by the Major League Fishing, Michael Mulone, 4500 S. 129th E. Avenue, Suite 201, Tulsa, OK, to be held on June 22 through July 1, 2019.** All voting aye.

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Furry Flurry Walk for Pets: Committee reviewed the Street Use Permit request for the Furry Flurry Walk for Pets, sponsored by the Neenah Animal Shelter, to be held on August 10, 2019, at Riverside Park.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Furry Flurry Pet Walk, sponsored by the Neenah Animal Shelter, Mary Setton, 951 County Road G, Neenah, WI, to be held on August 10, 2019.** All voting aye.

Labor Day Parade: Committee reviewed the Street Use Permit request for the Labor Day Parade, sponsored by the Fox Valley Area Labor Council, to be held on September 2, 2019.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Labor Day Parade, sponsored by the Fox Valley Area Labor Council, Hugh Sloan, to be held on September 2, 2019.** All voting aye.

Neenah High School Homecoming Parade: Committee reviewed the Street Use Permit for the Neenah High School Homecoming Parade to be held on September 27, 2019. Chairman Bates noted that the parade was on the same route used in 2018. She reminded the Committee that, because of concerns that the route closed both Fox River crossings, the motion coming out of that approval read, in part, “with the understanding that this same route will not be approved in 2019, the parade organizers must work with the City and downtown businesses to develop a route that recognizes the need for public safety and access, and staff is to provide a breakdown of costs for the event.” She asked if the school district had considered other routes. Mayor Kaufert stated that police staff expressed the belief that the 2018 event went well enough that the same arrangement could be used in 2019. He noted that the police staff positioned at both Oak Street and Commercial Street could halt the parade to let emergency vehicles through, if necessary. He also noted several routing alternatives that he had suggested but ultimately the school district wanted to maintain the atmosphere of the parade going through the downtown. He noted that the move to a 5 pm start also helped reduce traffic impacts. Chief Olson stated that more CSAs were used to maintain access at the main crossings. He noted how the CSAs will check with queued traffic to see if any of the drivers have an immediate need to reach the hospital. Committee noted the benefit of using the changeable message boards to make traffic aware of the event. Mayor Kaufert also noted the help of the downtown in informing employees of the event so that they can plan their workday departure.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend the Chairman of the Public Services and Safety Committee sign and the Council approve the Street Use Permit for the Neenah High School Homecoming Parade, Vicki Strebel, 1275 Tullar Road, Neenah, to be held on September 27, 2019.** Motion passed 4-1 (Ald. Bates voting no).



**Licenses:**

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for Linda M. Ashauer, Benjamin B. Baker, Deborah M. Bemowski, Drew E. Bendixen, Patrick T. Boettcher, Kristen J. Boherstengel, Pattie J. Braun, Aaron T. Callahan, Heidi J. Ciske, Jason J. Crooks, Jamie L. Czarnecki, Raymond J. DeRoche, Jacob L. Detampel, Sherry L. Diehl, Todd J. Ellis, Regennia D. Facen, LaVaune C. Guenther, Ashlynn M. Hale, Eric S. Henzel, Dwight N. Kerr, Kathleen J. Kofnetka, Christine P. Krautkramer, Dominique Kuhlow, Mark A. Lembcke, James A. Maguire, Amber M. Ostorero, David L. Piehl, Kayla S. Rasmussen, Linda J. Schultz, Breanna J. Scovronski, Paul W. Schultz, Adam C. Seidl, Hunter JM Spors, Angela L. Steffensen, Melissa M. Stuck, Lori A. Swarthout, Anders J. Swiderski, Jessica M. Vandeberg and Shelly L. Van Patter.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Lang to recommend Council approve beverage operator license applications for Linda M. Ashauer, Benjamin B. Baker, Deborah M. Bemowski, Drew E. Bendixen, Patrick T. Boettcher, Kristen J. Boherstengel, Pattie J. Braun, Aaron T. Callahan, Heidi J. Ciske, Jason J. Crooks, Jamie L. Czarnecki, Raymond J. DeRoche, Jacob L. Detampel, Sherry L. Diehl, Todd J. Ellis, Regennia D. Facen, LaVaune C. Guenther, Ashlynn M. Hale, Eric S. Henzel, Dwight N. Kerr, Kathleen J. Kofnetka, Christine P. Krautkramer, Dominique Kuhlow, Mark A. Lembcke, James A. Maguire, Amber M. Ostorero, David L. Piehl, Kayla S. Rasmussen, Linda J. Schultz, Breanna J. Scovronski, Paul W. Schultz, Adam C. Seidl, Hunter JM Spors, Angela L. Steffensen, Melissa M. Stuck, Lori A. Swarthout, Anders J. Swiderski, Jessica M. Vandeberg and Shelly L. Van Patter.** All voting aye.

Temporary "Class B" (Picnic) Beer & Wine License Application - Bergstrom Mahler Museum: The Committee reviewed the request for a temporary "Class B" (picnic) beer & wine license application from the Bergstrom Mahler Museum for their Songs on the Lawn event to be held on July 21, 2019.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend Council grant a temporary "Class B" (picnic) beer & wine license to Bergstrom Mahler Museum for the Songs on the Lawn event to be held at 165 N. Park Avenue on July 21, 2019.** All voting aye

Change of Agent - Aldi Inc.: The Committee reviewed the change of agent for Aldi #37, d/b/a Aldi, 927 S. Green Bay Road.

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Spellman to recommend Council approve the change of agent for Aldi #37, d/b/a Aldi, 927 S. Green Bay Road, Cody A Potter, agent.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 2-18 (Cecil, Adams). A final pay estimate is being prepared. The contractor has been informed of a number of punchlist items.

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2. Contract 3-18 (Nature Trails/Eaglecrest) – The only work remaining under this contract is completion of the Liberty Heights trail along Woodenshoe Road. The contract will remain open so that this work can be done early this year.  
Staff has done a field review of the concrete work with the contractor and identified one driveway apron and two sections of sidewalk that need to be replaced under the warranty.  
Quantities on the Nature Trail/Eaglecrest work have been finalized with the contractor. Special assessment billings will be sent in September 2019.
3. Contract 1-19 (Caroline, Stevens, Fifth)
  - a. Caroline Street – Utility work is complete. The street is in the rest period for trench settlement.
  - b. Stevens Street – Utility work is complete. Service work behind the sidewalk will take place the week of May 27. Grading and graveling work is complete.
  - c. Fifth Street – Utility work is complete. Service installation behind the sidewalk was done the week of May 20. Grading and graveling is complete.
4. Contract 2-19 (Stanley Ct, Stanley St, Thomas)
  - a. Stanley Court – Water main installation is complete. Service work is ongoing.
  - b. Stanley Street – The road has been pulverized. Utility work should start the week of June 10.
  - c. Thomas Court – Utility work is complete. Requested lateral replacements have not yet been done.
5. Contract 3-19 (Epoxy Pavement Marking) – Work has not been scheduled.
6. Contract 4-19 (Concrete Pavement and Sidewalk Repair) – The Bell Street trail has been poured. The contractor will start work on Pendleton Road the week of May 27.
7. Contract 5-19 (Miscellaneous Sidewalk Repair – CDBG) – No bids were received for this contract.
8. Contract 6-19 (Hot-Mix Asphalt Pavement Repair) – Bids were opened on May 15. The Board of Public Works will act on the award on May 28.
9. Courtney Court – Work has not started.
10. North Street – We have received the preliminary plans from the County’s consultant. This project is included in the County’s reconstruction of CTH “O”. A public information meeting on the project is being scheduled by Winnebago County for late June.

Mayor Kaufert noted that work on the CTH CB/Oakridge Road roundabout is beginning shortly.

Announcements/Future Agenda Items: Director Kaiser noted two items that will come to the June 11 meeting: 1) a minor correction to the TARF ordinance related to a statute citation; 2) a request by the Fox Valley Sailing School to build a storage building at the Tullar Garage site.

Mayor Kaufert requested that the Committee have a follow-up discussion on Click ’n Collect requests made by Walmart and Festival Foods.

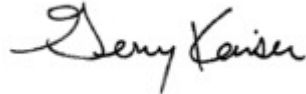


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Traffic Engineer Merten informed the Committee that the equipment had been received for the pedestrian beacons that will be installed on Tullar Road at Byrd Avenue.

**Motion/Second/Carried Stevenson/Lang to adjourn at 8:45 p.m.** All voting aye.

Respectfully submitted,

A handwritten signature in black ink that reads "Gerry Kaiser". The signature is written in a cursive, flowing style.

Gerry Kaiser, PE  
Director of Public Works



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**To:** Chairman Bates and PSSC  
**From:**  #137  
Lieutenant Jonathan Kuffel  
**Re:** **Purchasing Replacement Handguns and Associated Equipment**  
**Date:** June 6, 2019

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During budget preparation and approval processes we discussed purchasing replacement handguns and associated equipment using the \$39,000 budgeted in the 2019 Police Capital Improvement Plan. The current handguns are over ten years old and are starting to fail. We have sent three handguns back to manufacturer due to critical malfunctions due to their age and use. Two of those handguns the manufacturer ended up replacing with new handguns. The lighting system and night sights on the handguns are also showing signs of wear and are not reliable.

The new handguns are three generations newer than the old handguns and will not work in the current holsters, so all new holsters will need to be purchased.

We are also changing from .40 caliber ammunition to 9mm ammunition. The bullet technology has improved over the last few years so there is negligible difference in terminal ballistics, "stopping power." We still have two weapons in the inventory which will remain .40 caliber, but those are for special assignment. We will need to have every officer attend a transition course and requalify with their new handgun.

Old handguns will be traded in towards the purchase of the new handguns and equipment. The total trade in value is \$11,740.

We will be using Kiesler Police Supply Inc. for this entire transaction and purchase. They provided a slightly better trade in value for old handgun than a different company.

The details of this purchase are as follows:

- 47 Glock 17 Gen 5 MOS, 9mm Pistols w/Glock Night Sights and 3 LE Magazines -\$481.00 each



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- 1 Glock 43, 9mm Single Stack Pistol w/Glock Night Sights and 2 Magazines - \$368.60 each
- 45 Streamlight, TLR-1 HL Tactical Weapon Light \$124.89 each
- 100 Glock 17 Gen 5, 17 Round Magazine \$19 each
- 46 Blackhawk 44N600BKR, T-Series Duty L3D LB Glock 17/22 TLR 1/2 BK RH. \$102.00 each
- 6 Blackhawk 44N600BKL, T-Series Duty L3D LB Glock 17/22 TLR 1/2 BK LH. \$102.00 each
- 4 Cases of Speer 53618, 9mm, 124 Grain, GDHP (Per 1,000) \$392.73 each
- 30 Cases of Federal AE9AP, 9mm, 124 Grain, FMJ (Per 1,000) \$223.12 each
- 15 Cases Federal BC9NT3, 100 Grain, CQT Frangible. (Per 1,000) \$401.87 each
- *Trade In: 1 Glock 27 Gen 4, .40 Cal Pistol w/Night Sights and 3 LE Magazines -\$265.00 Each*
- *Trade In: 45 Glock 22 Gen 3, .40 Cal Pistol w/Night Sights and 3 LE Magazines -\$255.00 Each*

**Recommendation:** Approval to purchase replacement handguns and associated equipment from the 2019 Police Capital Improvement budget. The total purchase price is \$38,502.22 including a \$150 freight charge. \$39,000 was budgeted for this purchase.



# KIESLER POLICE SUPPLY, INC.

2802 SABLE MILL RD - JEFFERSONVILLE, IN 47130

## QUOTES/INFORMATION

800-444-2950 / 812-288-5740

Monday - Friday 8:30am - 5:30pm EST

FAX: 1-812-288-7560 - 24 Hours/7 days

TAX ID# 35-1361847

# Quote Form

Number	Page
Req'd Ship Date	

Ord. Date	Ordered By	Terms	F.O.B.	Ship Via
06/04/2019	Lt. Jon Kuffel	Net 30		Ground

CUST	Neenah Police Department 2111 Marathon Avenue Neenah, WI 54956  920-209-5126	Ship to	Neenah Police Department 2111 Marathon Avenue Neenah, WI 54956  920-209-5126
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Line	Item/Description	Unit Price	Units	Ordered	Amount
1	Glock 17 Gen 5 MOS, 9mm Pistol w/Glock Night Sights and 3 LE Magazines	\$481.00	Each	47.00	\$22,607.00
2	Glock 43, 9mm Single Stack Pistol w/Glock Night Sights and 2 Magazines	\$368.60	Each	1.00	\$368.60
3	Streamlight #69260, TLR-1 HL Tactical Weapon Light cek om	\$124.89	Each	45.00	\$5,620.05
4	Glock 17 Gen 5, 17 Round Magazine	\$19.00	Each	100.00	\$1,900.00
5	Trade: Glock 27 Gen 4, .40 Cal Pistol w/Night Sights and 3 LE Magazines	-\$265.00	Each	1.00	-\$265.00
6	Trade: Glock 22 Gen 3, .40 Cal Pistol w/Night Sights and 3 LE Magazines	-\$255.00	Each	45.00	-\$11,475.00
7	Blackhawk 44N600BKR, T-Series Duty L3D LB Glock 17/22 TLR 1/2 BK RH. or mo	\$102.00	Each	46.00	\$4,692.00
8	Blackhawk 44N600BKL, T-Series Duty L3D LB Glock 17/22 TLR 1/2 BK LH. or mo	\$102.00	Each	6.00	\$612.00
9	Speer 53618, 9mm, 124 Grain, GDHP (Per 1,000)	\$392.73	Case	4.00	\$1,570.92
10	Federal AE9AP, 9mm, 124 Grain, FMJ (Per 1,000)	\$223.12	Case	30.00	\$6,693.60
11	Federal BC9NT3, 100 Grain, CQT Frangible. (Per 1,000)	\$401.87	Case	15.00	\$6,028.05
					\$0.00
	**TRADE-IN AGENCY DUTY FIREARMS THAT ARE NOT MODEL, VARIANT, OR GENERATION SPECIFIED BY AGENCY ON ORIGINAL QUOTE CAN BE SUBJECT TO REFUSAL OR CREDIT REDUCTION.				\$0.00
					\$0.00
	**Quote Good for 30 Days.				\$0.00
	***Format Chad				\$0.00

Subtotal	Tax	Freight	Misc.	Prepaid	Total
\$38,352.22		\$150.00			\$38,502.22

**Comments:**

Thank you for the quote opportunity!

Feel free to call if you have any questions.

Chad Hilgendorf  
Kiesler Police Supply  
502-528-2291

Received by \_\_\_\_\_

Authorized Signature \_\_\_\_\_



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## M E M O R A N D U M

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**DATE:** June 6, 2019  
**TO:** Chairwoman Bates, members of the Public Services & Safety Committee  
**FROM:** Assistant City Attorney Adam VandenHeuvel  
**RE:** Ord. 2019-14 Amending Article IV – Division 3: Noise

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Attached is Ord. No. 2019-14 that amends the Code relating to noise violations and enforcement. After discussion from the last Committee and Council meeting the following was added to the previously presented ordinance:

**Section 7.** Section 11-147 is amended by adding the highlighted language to read as follows:

(8) *Lawn mowers; garden tools; powered equipment.* Powered equipment such as lawn mowers, small lawn and garden tools, riding tractors, snow removal equipment, or similar item which is necessary for the maintenance of property, is kept in good repair and maintenance, and which equipment, when new, would not comply with the standards set forth in this article, shall be exempted from the provisions of 11-146.5. No person shall operate such equipment, with the exception of snow removal equipment after a snowfall of more than four inches, during the hours of 9:00 p.m. through 7:00 a.m. inclusive.

**An appropriate motion would be for the Committee to recommend Council approve Ordinance 2019-14 amending Article IV Division 3 of the municipal code relating to noise violations.**



AN ORDINANCE: By the Public Services and Safety  
Committee  
Re: Amending Article IV – Division 3: NOISE

ORDINANCE NO. 2019-14  
Introduced: June 5, 2019  
Committee/Commission Action:  
**RECOMMENDED FOR PASSAGE**

## AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

**Section 1.** Section 11-144 of the Code of Ordinances of the City of Neenah is amended by adding the highlighted language to read as follows:

Decibel or dB means a unit for measuring the volume of a sound, equal to twenty (20) times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is twenty (20) micronewtons per square meter.

Section 11-145(b) of the Code of Ordinances of the City of Neenah is stricken in its entirety.

~~(b) Factors for determining whether a sound is unreasonably loud and raucous include, but are not limited to, the following:~~

- ~~(1) The proximity of the sound to sleeping facilities, whether residential or commercial;~~
- ~~(2) The land use, nature, and zoning of the area from which the sound emanates and the area where it is received or perceived;~~
- ~~(3) The time of day or night the sound occurs;~~
- ~~(4) The duration of the sound; and~~
- ~~(5) Whether the sound is recurrent, intermittent, or constant.~~

**Section 2.** Section 11-145(c) of the Code of Ordinances of the City of Neenah is amended by recodifying it to 11-145(b).

**Section 3.** Section 11-146 of the Code of Ordinances of the City of Neenah is amended by adding the highlighted language to read as follows:

(14) Exhaust. The discharge into open air of the exhaust of any steam engine, stationary internal combustion engine, motorboat, or motor vehicle, except through a muffler or other device, which effectively prevents loud or explosive noises therefrom.



(15) Automobiles, motorcycles, etc. The use of any automobile, motorcycle, or other vehicle in such a manner as to create loud and unnecessary grating, grinding, rattling, or other noise.

**Section 4.** Section 11-146.5 is created to read as follows:

**Sec. 11-146.5 Acceptable Sound Levels**

The following levels represent the maximum decibel level allowable within the City by zoning area.

Residential, public spaces, agricultural, or institutional – 7:00 am to 7:00 pm	75 dBA
Residential, public spaces, agricultural, or institutional – 7:00 pm to 11:00 pm	65 dBA
Residential, public spaces, agricultural, or institutional – 11:00pm to 7:00 am	60 dBA
Commercial and Industrial – 7:00 am to 7:00 pm	75 dBA
Commercial and Industrial – 7:00pm to 7:00 am	70 dBA
Entertainment – 2:00 pm – 2:00 am	75 dBA
Entertainment – 2:00 am – 2:00 pm	70 dBA

**Section 5.** Section 11-147 of the Code of Ordinances of the City of Neenah is amended by deleting the stricken language to read as follows:

Sec. 11-147. - Exemptions.

Sounds caused by the following are exempt from the prohibitions set out in Section 11-146 and are in addition to the exemptions specifically set forth in that section:

- (1) ~~Motor vehicles on traffic ways of the City, provided that the prohibitions of Subsections 11-146(2), (5), and (6) continue to apply.~~
- (2) Repairs of utility structures, which pose a clear and immediate danger to life, health, or significant loss of property.
- (3) (2) Sirens, whistles, or bells lawfully used by emergency vehicles, or other alarm systems used in case of fire, collision, civil defense, police activity, or imminent danger, provided that the prohibition contained in Subsection 11-146(4) continues to apply.
- (34) The emission of sound for the purpose of alerting persons to the existence of an emergency or the emission of sound in the performance of emergency work.
- (45) Repairs or excavations of bridges, streets or highways by or on behalf of the City, the County, the State, or the federal government, between the hours of 7:00 p.m. and 7:00 a.m., when public welfare and convenience renders it impractical to perform the work between 7:00 a.m. and 7:00 p.m.
- (65) Outdoor school and playground activities. Reasonable activities conducted on public playgrounds and public or private school grounds, which are conducted in accordance with the manner in which such spaces are generally used, including but not limited to, school athletic and school entertainment events.
- (76) Other outdoor events. Outdoor gatherings, public dances, shows and sporting events, and other similar outdoor events, provided that a permit has been obtained from the appropriate permitting authority.

**Section 6.** Section 11-148(c) is created to read as follows:

(c) Notwithstanding the provisions in this section, muffler violations may be enforced without the use of decibel readers following State Statute.

**Section 7.** Section 11-147 is amended by adding the highlighted language to read as follows:

(8) *Lawn mowers; garden tools; powered equipment.* Powered equipment such as lawn mowers, small lawn and garden tools, riding tractors, snow removal equipment, or similar item which is necessary for the maintenance of property, is kept in good repair and maintenance, and which equipment, when new, would not comply with the standards set forth in this article, shall be exempted from the provisions of 11-146.5. No person shall operate such equipment, with the exception of snow removal equipment after a snowfall of more than four inches, during the hours of 9:00 p.m. through 7:00 a.m. inclusive.

**Section 8.** Section 11-146 is amended by deleting the stricken language and adding the highlighted language to read as follows:

~~(12) Lawn movers, leaf blowers, and similar devices. In residential or noise sensitive areas, between the hours of 9:00 p.m. and 7:00 a.m., the operation of any noise-creating blower, power fan, or any internal combustion engine, the operation of which causes noise due to the explosion of operating gases or fluids, provided that the noise is unreasonably loud and raucous and can be heard across the property line of the property from which it emanates. Notwithstanding the foregoing, this prohibition shall not apply to the use of snow blowers following any snowfall of four or more inches.~~

(12~~3~~) Commercial establishments adjacent to residential property. Unreasonably loud and raucous noise from the premises of any commercial establishment, including any outdoor area which is part of or under the control of the establishment, including waste and recycling collections, between the hours of 10:00 p.m. and 6:00 a.m. which is plainly audible at a distance of five feet from any residential property.

**Section 9. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 10. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Motion: \_\_\_\_\_

Adopted: \_\_\_\_\_

Published: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Dean R. Kaufert, Mayor

Attest:

\_\_\_\_\_  
Patricia Sturn, City Clerk



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## M E M O R A N D U M

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**DATE:** June 11, 2019  
**TO:** Chairwoman Bates, members of the Public Services & Safety Committee  
**FROM:** Assistant City Attorney Adam VandenHeuvel  
**RE:** Ord. 2019-15 Amending Code §4-106

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Attached is Ord. No. 2019-15 that amends the Code creating the section for a temporary extension of licensed premises. After discussion from the last Committee and meeting the following was added to the previously presented ordinance:

1. The application must be filed at least 25 days prior to the event. This ensures that there will be enough time for the application to go to both committee and council before the event. If someone submitted the application on the Wednesday after a committee meeting, it would be 21 days before the Council would act on the application.
2. The specific number of times the Mayor is allowed to issue the extension was taken away, allowing no limit to the amount of times the Mayor can grant an extension.
3. A definition of "fence" was created. The definition is to ensure that an establishment does not try and use 4 cones, or a string as a "fence." Additionally, the entrance to the outdoor area was changed to either through the establishment or through a gate which when not being used acts as a fence. This is to ensure that someone does not only put fence on two sides and say the third side is the "entrance."
4. The time of the event is from 8 a.m. to 10 p.m. with amplified sound being from 9 a.m. to 9 p.m.

**An appropriate motion would be for the Committee to recommend Council adopt Ordinance 2019-15 applying Beer Garden and Sidewalk Café requirements to state licenses premises and providing for a temporary extension of licensed premises.**



211 Walnut Street  
Neenah, WI 54956

AN ORDINANCE: By Public Services & Safety Comm.  
Re: Amending Code §4-106, Beer Garden and Side  
Walk Cafes to apply to premises licensed by  
the State of Wisconsin and creating 4-107  
Temporary Extension of Licensed Premises

ORDINANCE NO. 2019-15

Introduced: June 5, 2019

Committee/Commission Action:

**RECOMMENDED FOR PASSAGE**

## AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

**Section 1.** Section 4-106(a) of the Code of Ordinances of the City of Neenah is amended by deleting the stricken language and adding the highlighted language to read as follows:

**Sec. 4-106. - Outdoor service/beer gardens.**

- (a) ***Introduction and definitions.*** No holder of a "Class B", Class "B" and/or "Class C" license **or any license or permit issued by the State of Wisconsin Wis. Stats. ch. 125** may operate under said license(s) in any outdoor area, whether or not said outdoor area was included in a description of the Premises, without first having obtained the permission of the Common Council subject to the conditions of this section. Approval under this subsection by the Common Council shall result in the outdoor area becoming a part of the description of the premises, with said outdoor area also being subject to all State and City laws, rules, regulations, and lawful orders governing "Class B", Class "B" and/or "Class C" premises, **or any license or permit issued by the State of Wisconsin pursuant to Wis. Stats. ch. 125.** As used in this subsection:

**Section 2.** Section 4-107 of the Code of Ordinances of the City of Neenah is created to read as follows:

**Sec. 4-107. – Temporary Extension of Premises for Outdoor Events.**

The Common Council may temporarily extend a "Class B", Class "B", "Class C" License and/or any permit or license issued under Wis. Stats. Ch. 125, by the State of Wisconsin to an outdoor area adjacent to the licensed premises for up to three (3) events, an event lasting no more than three (3) consecutive days, in any calendar year subject to the following conditions:

- (a) License holders wishing to temporarily extend their premises to an outdoor area shall file an application with the City Clerk and pay a fee established by the Common Council. The application shall be filed at least 25 days prior to the date of the temporary extension of premises and shall be approved by the Common Council after review and recommendation by the Public Services & Safety Committee. The application shall include a detailed map showing the location of the temporary extension.
  - (1) In the event that an application is filed less than 25 days prior to the date of the temporary extension due to unforeseen or extenuating circumstances, and there is insufficient time to obtain Common Council Approval, the Mayor may order the issuance of the temporary extension provided the applicant otherwise qualified for the extension and the adjacent licensed premises has operated without complaint or incident, verified by the Neenah Police Department, for the prior 24 months. Notwithstanding the foregoing, complaints or incidents not involving the owner, manager or employee of the adjacent licensed premises and called in to the Neenah Police Department shall not be considered a complaint under this section.
- (b) The temporary extension shall be surrounded by a fence at all times that intoxicating beverage are sold and/or consumed in the temporary extension. Entrance and exit from the temporary extension of premises shall be allowed only through the licensed premises adjacent to the temporary extension, or through a gate which when not being operated is part of the fence.
  - (1) For purposes of this ordinance *fence* shall mean a barrier at least 3 feet high which does not allow a person to access the enclosed area other than through designated locations. The *fence* must be sufficiently solid as to not allow a person to go under the *fence* to access the area.
- (c) A licensed bartender shall be present in the temporary extension of premises at all times that it is operational.
- (d) Operation of the temporary extension limited to the hours between 8 a.m. to 10 p.m. and any amplified sound (music or speech) shall only be allowed between the hours of 9 a.m. and 9 p.m.

**Section 3. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct

and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 4. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Approved:

Moved by: \_\_\_\_\_

\_\_\_\_\_  
Dean R. Kaufert, Mayor

Adopted: \_\_\_\_\_

Attest:

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

\_\_\_\_\_  
Patricia A. Sturn, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:  
City Attorney James G. Godlewski  
211 Walnut Street  
Neenah, WI 54956  
State Bar No. 1005210






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## M E M O R A N D U M

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**DATE:** June 6, 2019

**TO:** Chairwoman Bates, members of the Public Services & Safety Committee

**FROM:** City Attorney Jim Godlewski 

**RE:** Amending Code §17-201(c) to correct a statutory reference

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While preparing for a presentation on our recently adopted TARP ordinance, I discovered that one of the statutory references in §17-206(c) was incorrect. That section outlines the Common Council's authority under state law and includes, among other references, §66.0207. That section outlines standards to be applied by the Boundary Review Commission for determining whether a proposed incorporation can be scheduled for referendum. That obviously has nothing to do with the TARP ordinance. Instead, the reference should have been to §66.0807 which permits joint operations of public utilities by municipalities and privately owned public utilities. Attached is Ord. 2019-16 which corrects this error.

**An appropriate motion would be to recommend Council approve Ord. 2019-16 amending Code §17-201(c) to correct a statutory reference.**



211 Walnut Street  
Neenah, WI 54956

AN ORDINANCE: By Public Services & Safety Comm.  
Re: Amend §17-201(c) to correct a statutory  
reference

ORDINANCE NO. 2019-16  
Introduced: June 19, 2019  
Committee/Commission Action:

## AN ORDINANCE

The Common Council of the City of Neenah, Wisconsin, do ordain as follows:

**Section 1.** Section 17-201(c) of the Code of Ordinances of the City of Neenah is amended by deleting the stricken language and adding the highlighted language to read as follows:

(c) ***Transportation utility established.*** The cost of operating and maintaining the City right-of-way, including streets, sidewalks and trails, and financing necessary repairs, replacements, improvements and extension thereof should, to the extent practicable, be allocated in relationship to the benefits enjoyed and services received therefrom. In order to protect the health, safety and welfare of the public, the Common Council is exercising its authority to establish a transportation utility and set the rates for transportation management services. The City is acting under the authority of Chapters 62 and 66 of the Wisconsin Statutes, and particularly at least the following statutes: §§ 62.04, 62.11, 66.0621, ~~66.0207~~66.0807, 66.0809, 66.0811 and 66.0813.

**Section 2. Severability.** In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

**Section 3. Repeal and Effective Date.** All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: \_\_\_\_\_

Adopted: \_\_\_\_\_

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Dean Kaufert, Mayor

Attest:

\_\_\_\_\_  
Patricia A. Sturn, City Clerk

THIS INSTRUMENT WAS DRAFTED BY:

City Attorney James G. Godlewski

211 Walnut Street

Neenah, WI 54956

State Bar No. 1005210



**RESOLUTION NO. 2019-16**

**A RESOLUTION APPROVING COMPLIANCE MAINTENANCE ANNUAL REPORT FOR SANITARY SEWER**

WHEREAS, the City of Neenah Common Council has reviewed the Compliance Maintenance Annual Report (CMAR) prepared for the Wisconsin Department of Natural Resources by the City's Department of Public Works staff relating to the City of Neenah's sanitary sewer conveyance system.

NOW, THEREFORE, BE IT RESOLVED the Common Council of the City of Neenah, Winnebago County this 19th day of June, 2019 that the City:

1. Accept the CMAR and place it on file;
2. Agree to continued monitoring and investigation of inflow and infiltration (I&I) in the City's sanitary sewer conveyance system; and,
3. Complete the sanitary sewer usage rate study.

Adopted, approved and recorded this 19th day of June, 2019.

Recommended by: Public Services and  
Safety Committee

CITY OF NEENAH, WISCONSIN

Moved: \_\_\_\_\_

\_\_\_\_\_  
Dean Kaufert, Mayor

Passed: \_\_\_\_\_

\_\_\_\_\_  
Patricia A. Sturn, City Clerk

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:  
6/4/2019 **2018**

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Andrew Kahl"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="920-886-6148"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 150px;" type="text"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2018"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWF required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p><b>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</b></p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2018"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>													
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>3.2.1 Ending Balance Reported on Last Year's CMAR</b></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 100%;" type="text" value="1,164,414.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="1,164,414.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> </table>	<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 100%;" type="text" value="1,164,414.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 100%;" type="text" value="1,164,414.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>	
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$	<input style="width: 100%;" type="text" value="1,164,414.00"/>											
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>											
3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 100%;" type="text" value="1,164,414.00"/>											
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 100%;" type="text" value="0.00"/>											

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:

6/4/2019

2018

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,164,414.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund?

\$ 709,917.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Sanitary Sewer Relay with street construction	1600000	2020
2	Sewer grouting & lining	150000	2019
3	Sanitary Sewer Replacement with Street Repair	600000	2019

## 5. Financial Management General Comments

### ENERGY EFFICIENCY AND USE

## 6. Collection System

### 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

#### COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:



# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:  
6/4/2019 **2018**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	17,629	129
February	17,371	130
March	18,642	93
April	28,414	66
May	31,843	12
June	18,413	4
July	14,944	5
August	12,874	4
September	28,786	5
October	21,684	43
November	20,422	93
December	13,742	146
<b>Total</b>	<b>244,764</b>	<b>730</b>
<b>Average</b>	<b>20,397</b>	<b>61</b>

6.1.2 Comments:

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:  
6/4/2019 **2018**

6.4 Future Energy Related Equipment	
6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?	
<input type="text"/>	

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:

6/4/2019

2018

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

The goals for the collection system were to provide uninterrupted service to customers with proactive maintenance and repairs and identify sources of I/I to be eliminated.

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Chapters 26 & 28 Neenah Munic. Code

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 05/03/2006

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:  
6/4/2019 **2018**

A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation  
 A description of routine operation and maintenance activities (see question 2 below)  
 Capacity assessment program  
 Basement back assessment and correction  
 Regular O&M training  
 Design and Performance Provisions [NR 210.23 (4) (e)]    
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?  
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements  
 Construction, Inspection, and Testing  
 Others:  

Standard Specifications for Sewer and Water Construction in Wisconsin

 Overflow Emergency Response Plan [NR 210.23 (4) (f)]    
 Does your emergency response capability include:  
 Responsible personnel communication procedures  
 Response order, timing and clean-up  
 Public notification protocols  
 Training  
 Emergency operation protocols and implementation procedures  
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]    
 Special Studies Last Year (check only those that apply):  
 Infiltration/Inflow (I/I) Analysis  
 Sewer System Evaluation Survey (SSES)  
 Sewer Evaluation and Capacity Management Plan (SECAP)  
 Lift Station Evaluation Report  
 Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	60	% of system/year
Root removal	1	% of system/year
Flow monitoring	20	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	2	% of system/year
Manhole inspections	30	% of system/year
Lift station O&M	60	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	1	% of sewer lines rehabbed
Private sewer inspections	1	% of system/year

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:

6/4/2019

2018

Private sewer I/I removal  % of private services

River or water crossings  % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

<input type="text" value="42.2"/>	Total actual amount of precipitation last year in inches
<input type="text" value="31"/>	Annual average precipitation (for your location)
<input type="text" value="124"/>	Miles of sanitary sewer
<input type="text" value="8"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="2"/>	Number of basement backup occurrences
<input type="text" value="2"/>	Number of complaints
<input type="text" value="5.83"/>	Average daily flow in MGD (if available)
<input type="text" value="10.51"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.06"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.02"/>	Basement backups (number/sewer mile)
<input type="text" value="0.02"/>	Complaints (number/sewer mile)
<input type="text" value="1.8"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

#### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED \*\*

	Date	Location	Cause	Estimated Volume (MG)
0	8/28/2018 5:00:00 PM - 8/28/2018 7:35:00 PM	Manhole #11-69 at intersection of Pine Street and Colubian Avenue	Rain	0.2465 - 0.2465
1	8/28/2018 4:50:00 PM - 8/28/2018 10:30:00 PM	Manhole # 5-38 at intersection of Henry Street and Langle Blvd	Rain	0.1625 - 0.1625
2	8/28/2018 5:00:00 PM - 8/28/2018 7:35:00 PM	Manhole #6-49 at intersection of Cleveland Street and Reddin Avenue	Rain	0.1142 - 0.1142
3	8/28/2018 5:00:00 PM - 8/28/2018 7:35:00 PM	Manhole #11-50B at intersection of Doty Avenue and South Park Avenue	Rain	0.2205 - 0.2205
4	9/4/2018 5:00:00 AM - 9/4/2018 8:00:00 AM	Manhole 10-56 at intersection of Columbian Avenue and Elm Street	Rain	0.2862 - 0.2862

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:  
6/4/2019 **2018**

5	9/4/2018 6:05:00 AM - 9/4/2018 10:35:00 AM	Manhole 6-49 at intersection of Cleveland Street and Reddin Avenue	Rain	0.1285 - 0.1285
6	9/4/2018 4:50:00 AM - 9/4/2018 11:30:00 AM	Manhole 5-38 at intersection of Henry Street and Langley Blvd/Curtis Ave.	Rain	0.3356 - 0.3356

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

The City recently passed a policy that all homeowners are required to replace the entire sanitary lateral from the main to the house on all street reconstruction projects. The City develops the street and utility CIP based on input from I/I found through investigations and replaces all manholes, mains and laterals within the project area.

## 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

Severe storms and flooding in August resulted in surcharged mains in three districts.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

The high flows experienced resulted in surcharged mains and increased flows at the treatment plant.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

The problem areas of the system did not experience dramatic increases as in the past during less intense storms with minor flooding.

5.4 What is being done to address infiltration/inflow in your collection system?

The City has passed a policy in the last year that all sanitary laterals within the construction project area shall be replaced from the main to the house and the City will offer a financial incentive if the homeowner replaces the entire lateral for homeowners outside the project area. In 2019 the City is providing a storm lateral in project areas for homeowners to connect sump pumps in an effort to reduce the possibility that the homeowner redirects sump pump discharge to the floor drain and remove excess water from the property. The City continues to look for sources of I/I through storm dye flooding while televising and manhole inspections. The City is also performing more private lateral inspections in problem areas to identify sources of I/I.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:  
6/4/2019 2018

## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Neenah Sewage Collection System

Last Updated: Reporting For:

6/4/2019

**2018**

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Date of Resolution or  
Action Taken:

Resolution Number:

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**





# Neenah Special Event Permit Application

Event

Name Udderly Euro

Webpage udderlyeuro.com

Description

- Festival/Concert/Exhibition     Parade/March     Other:  
 Tournament     Competitive Race  
 Assembly/Rally     Non-Competitive Run/Walk

CAR SHOW

List the event activities to take place (or attach brochure):

Stationary car show & display

Schedule

Date(s)	Setup Time	Start Time	End Time	Cleanup Time
<u>8-24</u>	<u>12:30</u>	<u>1:30</u>	<u>5:30</u>	<u>5:30</u>

Attendance

List estimated quantities:

Participants 300

Spectators 100

List any entry fees:  
\$20 registration for cars

Free for spectators

Location

- Park/Public Property: Shattuck Park / Wisconsin Ave / Bergstrom  
 Public Street/Sidewalk/Trail:  
 Private Property/Other:

Applicant

Name Dinah Chmielewski-Volante    Daytime Phone 502-572-4210  
 Email udderlyeuro@gmail.com    Cell Phone 502-572-4210

Organization

Name Udderly Euro    Tax Exempt No. \_\_\_\_\_  
 Email udderlyeuro@gmail.com    Phone 502-572-4210  
 Address 11901 Washington Green Rd.  
 City Louisville    State Ky     Zip Code 40229

The organization shall incur all City service and equipment costs associated with the event. 501(c) organizations with a valid tax exempt certificate receive reduced rates for services/equipment provided by the City. See Municipal Code §14-129(g) for details.



# Neenah Special Event Permit Application

## Police Department

Contact: Lieutenant Jon Kuffel

Phone: +1 (920) 886-6018

Address: 2111 Marathon Ave. Neenah, WI 54956

Email: [jkuffel@ci.neenah.wi.us](mailto:jkuffel@ci.neenah.wi.us)

1. Will you be using the Emergency Response Protocol supplied by the city? (See supplement.)  Yes  No

The protocol is a set of procedures to be used for various crises including inclement weather, medical emergencies, and disorderly conduct scenarios. It establishes responsibilities and expectations between the event organizer and emergency services in the event of a crisis. If you choose not to follow the protocol provided by the city, attach a crisis management plan to this application. All plans must be approved by Neenah Police and Neenah-Menasha Fire Rescue.

2. List at least two Event Coordinator contacts who will be on-site during the event to address issues that might arise.

Event Coordinators are responsible for executing the Emergency Response Protocol.

Name Bradley Black Phone 775-530-2483

Name Matt K Phone \_\_\_\_\_

3. Will there be security/crowd control services on-site? If so, please list contractor:  Yes  No

Name \_\_\_\_\_ Phone \_\_\_\_\_

4. Will there be first aid/emergency responders on site? If so, please list contractor:  Yes  No

Name \_\_\_\_\_ Phone \_\_\_\_\_

5. Describe the communication method/equipment that will be used to notify event staff/volunteers of emergencies:

Walkie-talkies & PA sound system

6. Describe the communication method/equipment that will be used to notify event attendees of emergencies:

PA Sound System

7. Identify the locations of the following (be specific):

Locations may instead be located on a map submitted with this permit. If a service is not provided or is not applicable, write in "N/A"

Loudspeaker/PA System Shattuck Park area

Lost Child Recovery Site Eurotrash / Uddery Euro Booth

Severe Weather Shelter(s) Pavillion & hotel

First Aid Station(s) none

Enclosed/Fenced Area(s) possibly hotel parking lot

Enclosed areas are required for alcohol consumption. Entrances and exits must be numbered and labeled for any enclosed/fenced areas.



# Neenah Special Event Permit Application

## Neenah-Menasha Fire Rescue

Contact: Assistant Chief Vernon Green

Phone: +1 (920) 886-6201

Address: 125 E. Columbian Ave. Neenah, WI 54956 Email: [vgreen@nmfire.org](mailto:vgreen@nmfire.org)

8. Will there be any pyrotechnics or open burning?  Yes  No  
A Fireworks/Open Burning Permit is required. Applications should be filed separately with Neenah-Menasha Fire Rescue.
9. Will there be any generators used?  Yes  No
10. Will there be any cooking operations?  Yes  No
11. Will there be any tents or canopies?  Yes  No
12. Will there be any use of drones?  Yes  No

## Winnebago County Health Department

Contact: Env. Health Specialist Jennifer Bonzelet  
Address: 112 Otter St. Oshkosh, WI 54901

Phone: +1 (920) 232-3000

Email: [jbonzet@co.winnebago.wi.us](mailto:jbonzet@co.winnebago.wi.us)

13. Will there be any food or beverages prepared or served?  Yes  No  
If yes, contact the Winnebago County Health Department.
14. Will there be any portable toilets and/or wash stations?  Yes  No
15. Will there be any water activities (ie. dunk tanks, water slides)?  Yes  No
16. Will there be any animals?  Yes  No

## Clerk's Office

Contact: City Clerk Patty Sturn

Phone: +1 (920) 886-6100

Address: 211 Walnut St. Neenah, WI 54956

Email: [psturn@ci.neenah.wi.us](mailto:psturn@ci.neenah.wi.us)

17. Will there be amplified music or announcements used for the event?  Yes  No
18. Will amplified sound be within 7 am - 10 pm on weekdays & 10 am - 11 pm on weekends/holidays?  Yes  No  
If not, a special exemption must be requested and approved as part of this application. List the intended hours of amplified sound (per day, if applicable):  
 Start Time 1:30 p End Time 5:30 p
19. Will there be any alcohol served?  Yes  No  
A Temporary Class B Picnic License is required. Applications should be filed separately with the Clerk's Office.
20. Will there be any vendors/concessions? If so, please list:  Yes  No  
Vendors will need to have a Solicitor Permit filed with the Clerk's Office.

Food, some product displays & our club tents



Neenah  
WISCONSIN

# Special Event Permit Application

## Traffic Department

Contact: Traffic Engineer James Merten  
Address: 211 Walnut St. Neenah, WI 54956

Phone: +1 (920) 886-6243  
Email: [jmerten@ci.neenah.wi.us](mailto:jmerten@ci.neenah.wi.us)

21. Will the event close any street/sidewalk/trail (or portions thereof) to traffic?  Yes  No  
Any adjacent properties must be notified by the applicant 5 weekdays in advance of the event. A copy of the notification must be submitted and approved by the City Traffic Engineer.

22. Will you be providing volunteers to direct traffic?  Yes  No  
All volunteers must be properly equipped, trained, and supplied with the [Volunteer Flagger Instructions](#). (See attached.)

23. Is any city traffic control equipment or services being requested? If so, check all that apply:  Yes  No

Barricade/Sign Equipment

Check if you are requesting equipment to be delivered to the event grounds. Equipment will need to be moved to their placement locations during the event.

Barricade/Sign Placement

Check if you are requesting equipment to be placed by the City during the event times.

Flaggers to Direct Traffic

Availability of community service aides (CSAs) and/or police officers are not guaranteed.

Traffic Signal Programming

Check if modifications to the traffic signal timing plans may be needed for the event.

Message Boards

Message boards may be used to give advanced notification of street closures for the event.

24. Will a private contractor be used for barricading/signing equipment or services? If so, please list contractor:  Yes  No  
Any traffic control plan not supplied by the City must be approved by the Traffic Department.

Name \_\_\_\_\_

Phone \_\_\_\_\_

25. List any shuttle services (including route locations) being provided for the event:

26. List any locations to be used for either attendee or event staff parking:

Double Tree Parking for guests, possibly city Hall lot?

27. Please identify handicap accessible parking locations and accommodations:



# Neenah Special Event Permit Application

## Parks & Recreation Department

Contact: Parks & Recreation Office  
Address: 211 Walnut St. Neenah, WI 54956  
Phone: +1 (920) 886-6060  
Email: [parkrec@ci.neenah.wi.us](mailto:parkrec@ci.neenah.wi.us)

## Public Works Department

Contact: Traffic Engineer James Merten  
Address: 211 Walnut St. Neenah, WI 54956  
Phone: +1 (920) 886-6243  
Email: [jmerten@ci.neenah.wi.us](mailto:jmerten@ci.neenah.wi.us)

28. Will there be any equipment requiring ground anchoring (ie. tents, fences)? If so, please list locations:  Yes  No

- Public Park/Property: \_\_\_\_\_
- Public Street/Trail: \_\_\_\_\_
- Other: \_\_\_\_\_

Any stakes or ground anchoring systems proposed on public property must be approved for their locations. Diggers Hotline (Website: [www.diggershotline.com](http://www.diggershotline.com) Phone: 811) must be contacted a minimum of 4 working days before any ground anchors are placed.

29. If there are any portable toilets or wash stations (Question #14), identify proposed locations:

- Public Park/Property: \_\_\_\_\_
- Public Street/Trail: \_\_\_\_\_
- Other: \_\_\_\_\_

30. Have the park shelters been pre-reserved with the Park & Recreation Department?  Yes  No  
Park reservations must be completed before submittal of this application.

31. Are you requesting any street sweeping services to be provided by the city?  Yes  No

32. Will there be any dumpsters and/or portable trash receptacles provided?  Yes  No  
*IF possible from the city?*

32. Will the event utilize environmentally conscious practices and/or provide recycling receptacles? " "  Yes  No

33. What tasks will be conducted to ensure the event site remains clean throughout (and after) the event?

*Several designated trash staff*

34. Please list any additional equipment or services requested to be provided by the city:



Neenah  
WISCONSIN

# Special Event Permit Application

## Legal Notice

I, as an authorized member of the organization sponsoring this event, verify that the information contained in this application is true, correct, and complete to the best of my knowledge. I agree to all provisions and terms of this agreement and acknowledge that no changes may be made to this agreement, unless authorized written permission is granted.

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all event organizers, staff, volunteers, participants, and spectators must comply with all applicable city ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, food sales permits, tent, and fireworks permits are in addition to the fees submitted for the Special Event Permit Application. I further understand that an incomplete application may be cause for denial of the event.

### Hold harmless indemnification and defense.

For good and valuable consideration the applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Neenah and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney 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/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature

Date

5.22.19

Completed applications can be mailed to: Neenah City Hall, 211 Walnut Street Neenah, WI 54956 or e-mailed to [jheinz@ci.neenah.wi.us](mailto:jheinz@ci.neenah.wi.us). For any questions regarding this application or the permitting process, contact the Joni Heinz at +1 (920) 886-6104.

### OFFICE USE ONLY

#### Cost Estimate

Parks & Recreation

Total Cost

Sponsor Cost

--

Public Works/Traffic

\$500

Police

--

NM Fire

--

Total

#### Approvals

Special Events Task Force

Signature

Date

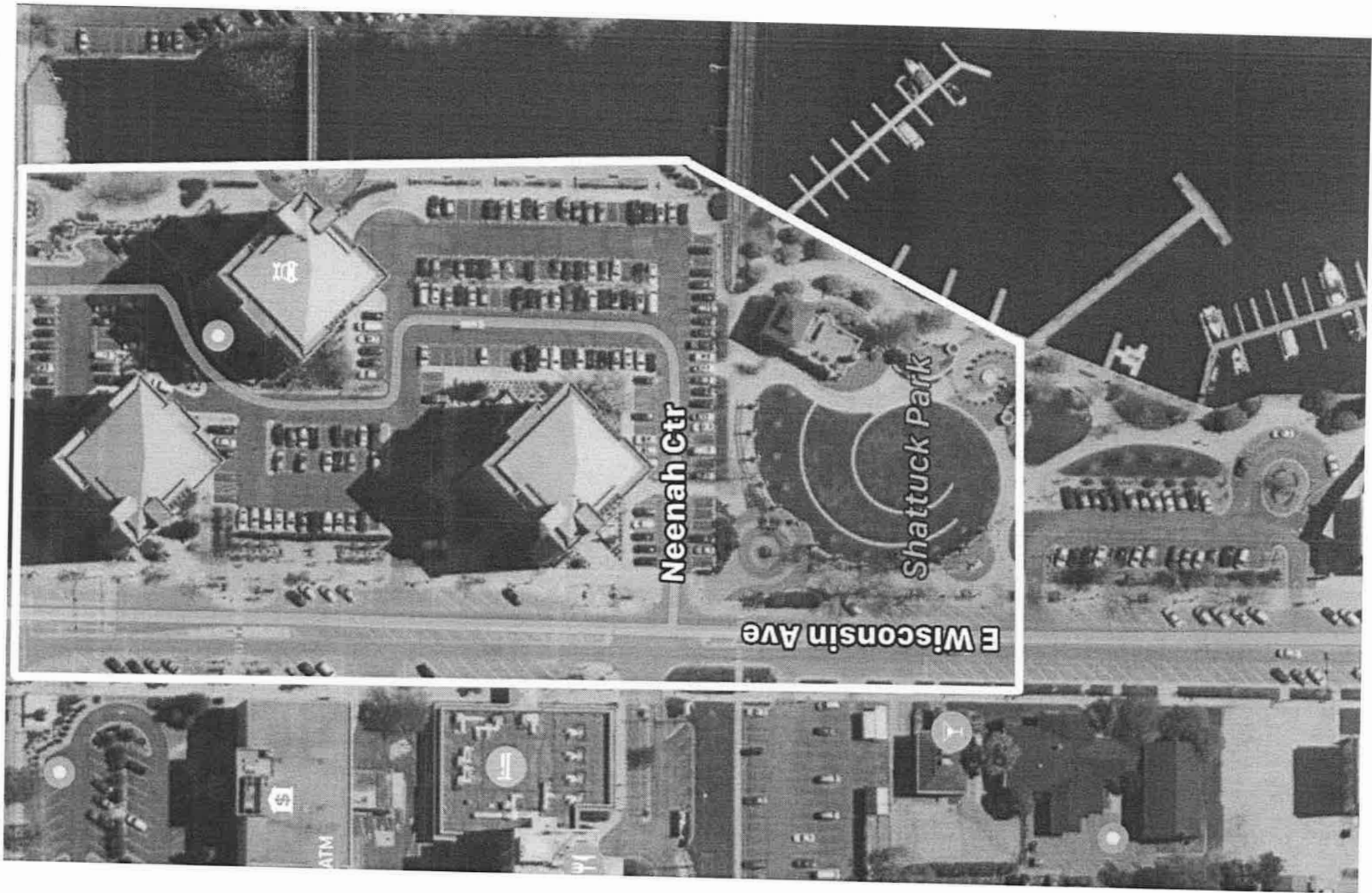
Class B: Director of Public Works or Designee

Class C: Public Services & Safety Committee / City Council

Signature

Date

#### Contingencies of Permit



Neenah Ctr

Shattuck Park

E Wisconsin Ave

E EYE

ATM

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# Public Services & Safety Committee June 11, 2019

## BEVERAGE OPERATOR LICENSE APPLICATIONS:

<b>New or Renewal</b>	<b>Last Name, First, M.I.</b>	<b>Municipality</b>	<b>Place of Business</b>
Renewal	Andrews, Alicia M.	Appleton	Short Branch Saloon
Renewal	Ansell, Amber A.	Oshkosh	Ground Round
Renewal	Bergman, Judith A.	Menasha	Walmart
Renewal	Bock, Rita E.	Neenah	ICU Bar & Grill
New	Boyce, Deborah A.	Appleton	Festival Foods
Renewal	Callaway, Halie M.	Neenah	ICU Bar & Grill
New	DeSantos, Zenaida A.	Neenah	Walgreens
New	DeShaney, Judith A.	Appleton	Bridgewood Golf Course
New	Driscoll, Kari A.	Neenah	The Dome Sports Bar & Grill
Renewal	Espe, Brianna L.	Appleton	Greene's Pour House
Renewal	Evers, Amanda J.	Neenah	Short Branch Saloon
Renewal	Evers, Amber M.	Neenah	Cannova's Pizza
New	Garcia, Jose Alberto Tellez	Appleton	Solea Mexican Grill
Renewal	Giron, Stephanie A.	Menasha	Ground Round
Renewal	Glasheen, Jennifer L.	Appleton	ICU Bar & Grill
New	Henson, Jennifer R.	Appleton	Mr. D's
Renewal	Hollander, Kelly I.	Green Bay	Mr. D's
Renewal	Jones, Samantha A.	Menasha	The Dome Sports Bar & Grill
Renewal	Kaufert, Dean R.	Neenah	The Dome Sports Bar & Grill
New	Kaul, Courtney S.	Neenah	Bridgewood Hotel
Renewal	Kiefer, Joanne M.	Neenah	Two Broke Girlz
New	Koci, Courtney E.	Appleton	Bridgewood Hotel Resort
Renewal	Kosmerchock, Julie A.	Neenah	Short Branch Saloon
Renewal	Liesch, Courtney R.	Appleton	Sherrytown Station
Renewal	Lynn, Kandi	Menasha	Walmart
Renewal	Maloney, Johnathon E.	Appleton	Gord's Pub
New	McClellan, Michael J.	Neenah	Pick 'n Save
Renewal	McPeake, Larry L.	Neenah	Bridgewood Golf Course
Renewal	Miller, Christine R.	Neenah	Sammy's Pizza
Renewal	Neumeyer, Eric F.	Neenah	Paper City Pub
Renewal	Navarre, Kyria-Jo R.	Oshkosh	Paper City Pub



Renewal	Nennig, Shelley S.	Neenah	Gord's Pub
Renewal	Nys, Keanan A.N.	Neenah	Classic Lanes Fox Valley
New	O'Neill, Joey E.	Neenah	Bridgewood Golf Course
Renewal	Oppelt, Jeremy M.	Neenah	Classic Lanes Fox Valley
Renewal	Paul, Caitlyn E.	Neenah	Ground Round
Renewal	Pitzrick, Charles W.	Neenah	Two Broke Girlz
Renewal	Pitzrick, Michelle M.	Neenah	Two Broke Girlz
Renewal	Puckett-Morris, Donna K.	Kimberly	Walmart
Renewal	Reshel, Dominick A.	Neenah	Greene's Pour House
New	Romenesko, Amber S.	Appleton	Greene's Pour House
Renewal	Sauer, Mikal T.	Neenah	Bridgewood Resort Hotel
New	Schmitz, Christopher J.	Oshkosh	Walmart
New	Schroth, Mary J.	Plover	Tobacco Outlet
Renewal	Schueler, Debby L.	Neenah	ICU Bar & Grill
Renewal	Simon, Robert G.	Appleton	Bridgewood Golf Course
New	Solie, Lindsey N.	Neenah	Lion's Tail Brewery
New	Stuckey, Paige C.	Neenah	Doubletree by Hilton Neenah
New	Tritt, Karen L.	Neenah	Walmart
New	Van Groll, Jennifer M.	Little Chute	CVS Pharmacy
Renewal	Vickman, Casey	Neenah	The Dome Sports Bar & Grill
Renewal	Yelvington, Cari L.	Appleton	Walmart
Renewal	Weis, Thomas C.	Neenah	Ground Round
Renewal	Werres, Lori B.	Neenah	ICU Bar & Grill

### RETAIL LIQUOR/BEER LICENSE APPLICATIONS:

Applicant	Trade Name	Address of Business	Agent	Type of License BB/BLB/AB/ALB/C
Justun Hart	Ballroom at the Reserve	116 S. Commercial St	Justun Hart	BLB

### BEVERAGE OPERATOR LICENSE APPLICATIONS – Delinquent Payment

New or Renewal	Last Name, First, M.I.	Municipality	Place of Business	Type of Delinquent Payment
Renewal	Rodriguez, Simplicia O.	Neenah	Fire Lite	Fine

## BEVERAGE OPERATOR LICENSE APPLICATIONS – DENIAL

<b>New or Renewal</b>	<b>Last Name, First, M.I.</b>	<b>Municipality</b>	<b>Place of Business</b>	<b>Denial</b>
New	Gerarden, Jeffrey C.	Greenleaf	Two Broke Girlz	Police Dept.

## TAXI CAB APPLICATIONS:

<b>Business</b>	<b>Business Address</b>	<b>License Type</b>
Call A Cab LLC	220 Kaukauna St Menasha, WI 54952	Taxi Cab License
TNT Limousine Service LLC	936 9 <sup>th</sup> St Menasha, WI 54952	Taxi Cab License

# Original Alcohol Beverage Retail License Application

Submit to municipal clerk.

For the license period beginning 7-1 20 19 ;  
ending 6-30 20 20

TO THE GOVERNING BODY of the:  Town of }  
 Village of } Neenah  
 City of }

County of \_\_\_\_\_ Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

Applicant's WI Seller's Permit No.:		FEIN Number:	
LICENSE REQUESTED ▶			
TYPE		FEE	
<input type="checkbox"/> Class A beer		\$	
<input type="checkbox"/> Class B beer		\$	
<input type="checkbox"/> Class C wine		\$	
<input type="checkbox"/> Class A liquor		\$	
<input type="checkbox"/> Class A liquor (cider only)		\$	N/A
<input type="checkbox"/> Class B liquor		\$	
<input type="checkbox"/> Reserve Class B liquor		\$	
<input type="checkbox"/> Class B (wine only) winery		\$	
Publication fee		\$	<u>65.00</u>
<b>TOTAL FEE</b>		\$	

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): ▶ Ballroom at The Reserve 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 (Last, First, M.I.)	Home Address	Post Office & Zip Code	Date of Birth
President/Member	<u>Hart, Justin, J</u>	<u>1204 W. Erie St</u>	<u>Oshtosh 54902</u>	<u>10/20/1989</u>
Vice President/Member	<u>Hart, Julie, M</u>	<u>"</u>	<u>"</u>	<u>12/29/1983</u>
Secretary/Member	_____	_____	_____	_____
Treasurer/Member	_____	_____	_____	_____
Agent ▶	<u>Justin Hart</u>			
Directors/Managers	_____			

3. Trade Name ▶ Ballroom at The Reserve Business Phone Number \_\_\_\_\_  
4. Address of Premises ▶ 116 S Commercial St. Post Office & Zip Code ▶ Neenah 54956

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 employe 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 5/24/2019 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.) Third Floor Ballroom and Storage in 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? The Reserve LLC  
12. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277].  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  
15. Does the applicant owe any delinquent taxes, assessments or other claims in whole or part to the City or any delinquent forfeitures resulting from a violation of any City Ordinance?  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 signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees 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, or one member of a partnership applicant must sign; one corporate officer, one member/manager 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.

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

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5-31-19</u>	Date reported to council / board <u>6-11 + 6-19-19</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk <u>Patty Stumm</u>
Date license granted	Date license issued	License number issued	

**SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY**

Submit to municipal clerk.

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

To the governing body of:  Town  
 Village of NEENAH County of WINNEBAGO  
 City

The undersigned duly authorized officer(s)/members/managers of \_\_\_\_\_  
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as  
Ballroom at The Reserve LLC  
(trade name)

located at 116 S Commercial St., Neenah, WI, 54956

appoints Justin Hart  
(name of appointed agent)

1204 N Maple St., Oshkosh, WI, 54902  
(home address of appointed agent)

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

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

Is applicant agent subject to completion of the responsible beverage server training course?  Yes  No  
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 29 years

Place of residence last year [redacted] Oshkosh, WI, 54902

For: Ballroom at The Reserve LLC  
(name of corporation/organization/limited liability company)

By: [Signature]  
(signature of Officer/Member/Manager)

And: \_\_\_\_\_  
(signature of Officer/Member/Manager)

**ACCEPTANCE BY AGENT**

I, Justin Hart, hereby accept this appointment as agent for the  
(print/type agent's name)

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

[Signature] 05-31-2019 Agent's age 29  
(signature of agent) (date)

[redacted] Date of birth [redacted]  
(home address of agent)

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

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

Approved on \_\_\_\_\_ by \_\_\_\_\_ Title \_\_\_\_\_  
(date) (signature of proper local official) (town chair, village president, police chief)

# Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Hart</u>		(first name) <u>Justin</u>		(middle name) <u>J</u>	
Home Address (street/route) [REDACTED]		Post Office	City <u>ESHKOSH</u>	State <u>WI</u>	Zip Code <u>54902</u>
Home Phone Number <u>920</u> [REDACTED]		Age <u>29</u>	Date of Birth [REDACTED]	Place of Birth <u>Two Rivers, WI</u>	

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

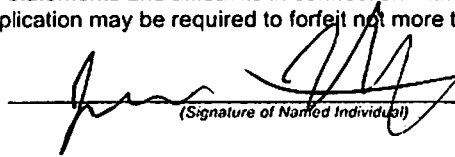
- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- member Agent of Ballroom at The Reserve LLC  
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
- which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 29 Years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality?  Yes  No  
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality?  Yes  No  
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit?  Yes  No  
 If yes, identify. (Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin?  Yes  No  
 If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
<u>Jewelry Mutual</u>	<u>24 Jewelry Park Dr, Neenah, WI 54928</u>	<u>5/7/2019</u>	<u>Present</u>
<u>AMP</u>	<u>4650 W Spencer St, Appleton, WI 54912</u>	<u>2/21/2019</u>	<u>5/19/2019</u>

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

  
(Signature of Named Individual)

# Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <b>Hart</b>		(first name) <b>Julie</b>		(middle name) <b>Marie</b>	
Home Address (street/route) [REDACTED]		Post Office	City <b>Oshkosh</b>	State <b>WI</b>	Zip Code <b>54902</b>
Home Phone Number <b>920</b> [REDACTED]		Age <b>35</b>	Date of Birth [REDACTED]	Place of Birth <b>Wisconsin Menomonee Falls</b>	

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

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- Member/Agent of Ballroom at the Reseno, LLC  
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)
- which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 3 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality?  Yes  No  
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality?  Yes  No  
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit?  Yes  No  
 If yes, identify. \_\_\_\_\_  
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin?  Yes  No  
 If yes, identify. \_\_\_\_\_  
(Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name <b>The Howard</b>	Employer's Address <b>405 Washington Rd Oshkosh WI</b>	Employed From <b>6/1/2018</b>	To <b>2/1/2019</b>
Employer's Name	Employer's Address	Employed From	To

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

  
 \_\_\_\_\_  
(Signature of Named Individual)





## Plan of Operation for Alcohol Beverage License Application

OFFICE OF THE CITY CLERK  
211 Walnut Street • Neenah, WI 54956  
(920) 886-6100

Your application will be returned for failure to fill out this form completely, correctly, and submit the required Detailed Floor Plan as outlined.

<b>Business Name:</b> <i>Ballroom at The Reserve LLC</i>		
<b>Address of Premises:</b> <i>116 S Commercial St. Neenah, WI, 54956 #300</i>		<b>Business Telephone Number:</b> <i>920-383-1909</i>
<b>Business Mailing Address – if different from address of premises :</b>		
<b>Business Internet/E-mail Address:</b> <i>Reserveballroom@gmail.com</i>		<b>Business Fax Number:</b> _____
<b>Owner's Name:</b> <i>JUSTIN AND JULIE Hart</i>		<b>Owner's Phone Number:</b> 920 [REDACTED]
<b>Owner's Address include city, state, zip code:</b> [REDACTED]		
<b>Will the agent, a partner of the individual licensee be conducting the day-to-day operations of the business?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, list name and address of person who will:</i>		
<i>Class B Applicants: If the agent, a partner or the individual licensee will not be conducting the day-to-day operations of the business, the person listed above must obtain a Class B Manager's license.</i>		
<b>Does anyone else have money invested or any other interest in this business?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, explain:</i>		
<b>What types of business do you or will you conduct at this location? (Check all that apply):</b> (Other licenses/permits may be required to operate your business.)		
<input type="checkbox"/> Full Service Restaurant <input type="checkbox"/> Grocery Store <input type="checkbox"/> Liquor Store <input checked="" type="checkbox"/> Theater <input type="checkbox"/> Brew Pub <input type="checkbox"/> Volleyball Court (Permanent Extension of Premises required) <input type="checkbox"/> Bar & Grill <input checked="" type="checkbox"/> Comedy Club <input type="checkbox"/> Billiard Center	<input type="checkbox"/> Café/Coffee Shop <input type="checkbox"/> Convenience Market <input type="checkbox"/> Indoor Golf Facility <input type="checkbox"/> Wine Tasting Room <input type="checkbox"/> Tavern <input type="checkbox"/> Catering (sales only allowed on the premises issued and alcohol beverage licensed) <input type="checkbox"/> Night club <input type="checkbox"/> Recreational Paint Studio	<input type="checkbox"/> Bed & Breakfast <input type="checkbox"/> Hotel <input type="checkbox"/> Private Sports Club <input type="checkbox"/> Veterans Club <input type="checkbox"/> Fraternal Club <input type="checkbox"/> Video Game Center-6 or more games <input type="checkbox"/> Bowling Center
<b>Briefly detail the type of business you plan to operate, if granted a license:</b> <i>Performance and Events (weddings, corporate, community)</i>		
<b>What other types of licenses or permits will you or do you hold at this location? :</b>		
<input type="checkbox"/> Tavern Entertainment	<input type="checkbox"/> Cigarette	<input type="checkbox"/> Amusement Devices
<input type="checkbox"/> Dance Hall	<input type="checkbox"/> Food (though Health Dept.)	<input type="checkbox"/> Other(s)

**If applying for a Class B or C license, what type of food service will you have? (check all that apply):**

<input type="checkbox"/> None	<input type="checkbox"/> Prepackaged Foods	<input type="checkbox"/> Snacks
<input type="checkbox"/> Appetizers	<input checked="" type="checkbox"/> Catered Events	<input type="checkbox"/> Full Meals

What percentage of your total sales will be from the sales of alcohol beverages? 20 %

Is there at least 300 feet between the building and any church, school or hospital?  Yes  No

How many alcohol serving premises are within a 4 block radius of your business? ~15

Do you have any future plans for other businesses, licenses or permits at this location?  Yes  No  
If yes, explain:

Is this premise under construction?  Yes  No If yes, list estimated completion date:

Is this a franchise?  Yes  No

What was the previous name & nature of the business operating at this location, if applicable?  
Same, different ownership

Is this premises currently or ever been licensed?  Yes  No If yes, list type of license: Class B liquor

Is the current licensee operating?  Yes  No If no, list date closed:

If alcohol sales are a new use in this building, please contact the Neenah Police Department at (920) 886-6000 to meet with Chief of Police to review regulations/ordinances.

What is the zoning classification for this premise? Commercial Assembly

HOURS OF OPERATION FOR ALCOHOL BEVERAGE SALES/SERVICE ONLY		
Day of the Week	*Based on event booked	
	*Proposed Hours of Operation:	
	Open	Close
Sunday	8:00 AM	12:00 AM
Monday	10:00 AM	10:00 PM
Tuesday	10:00 AM	10:00 PM
Wednesday	10:00 AM	10:00 PM
Thursday	10:00 AM	10:00 PM
Friday	8:00 AM	12:00 AM
Saturday	8:00 AM	12:00 AM

**PROHIBITED HOURS OF OPERATION:**  
 Class A: 9:00 PM to 8:00 AM; Class B/C: Monday thru Friday 2:00 AM - 6:00 AM;  
 Class B/C: Saturday thru Sunday 2:30 AM - 6:00 AM

Legal Capacity/Occupancy of Premises: Inside <u>250</u> Outside _____ (does not include Class A) Call (920) 886-6130 if you have questions.	Number of Parking Spaces on the premises, not including street parking: <u>23</u>
--	--

**LITTER/GARBAGE:**  
 What are your plans to keep the grounds clean (check all that apply):  
 Sweep  Pressure Wash  Pick Up Litter  Hired Maintenance  Garbage Cans Outside  
 Other: \_\_\_\_\_

Who is responsible to keep the grounds clean?  Licensee  Building Owner  Employees  
 Hired Maintenance Other: \_\_\_\_\_

**NOISE:** How will issues be addressed? (check all the apply):  
 Security  Manager approaches customer(s)  Call police  Signs posted Other: \_\_\_\_\_



**DETAILED FLOOR PLAN**

**Please read all instructions before preparing the floor plan.**

- A detailed floor plan must be submitted with this application.
- Even if the premises has been previously licensed and a floor plan submitted, a new floor plan must be submitted with this application.
- The floor plan must be filed on 8 1/2 x 11 inch sized paper. Plans do not need to be architectural drawings and need not be to scale. Handwritten plans are acceptable.
- A separate sheet of paper should be filed for each floor where alcohol will be stored, displayed, sold, given away and/or consumed.

**The floor plan must include all of the following items:**

1. Dimensions and total square feet of the premises (length x width = square feet)
2. Label all entrances and exits
3. Label and provide dimensions (length & width) of all alcohol storage areas (coolers, stock room, basement, etc.)
4. Label and provide dimensions (length x width) of all alcohol display areas (behind the bar, shelves, etc)
5. Class B & C Applicants only: Label and provide dimensions (length x width) of all outdoor areas used for the sale or service of alcohol beverages (for example, patios, beer gardens, sidewalk cafes)
6. Class B & C Applicants only: Label all seating areas, bars, and food preparation areas (kitchen)
7. Label and provide dimensions (length x width) for the first floor showing the relation of all parking areas on the premises to the building, not including street parking.
8. On each page mark the following: North ↑, Date, Business name & address

**ALL NEW & TRANSFER APPLICANTS:**

**Submit Proof of Ownership, Lease or Offer to Purchase the Building with this application.**

A Lease or Offer to Purchase must:

1. Be in the same legal entity names as those applying for the license
2. Reflect the same address as the premises address on this application
3. Reflect current dates and
4. Be signed by the lessor/seller and lessee/buyer

**Lease or Offer to Purchase may be contingent upon the license being granted.**

**Do you own or lease the building? Check one:  Own  Lease**

**Who owns the fixtures (i.e. Coolers, etc.)? \_\_\_\_\_**

Subscribed and sworn to before me  
this 4<sup>th</sup> day of June, 2019

Notary Public, State of Wisconsin  
My Commission expires: \_\_\_\_\_  
Notary Seal must be affixed

  
\_\_\_\_\_  
Signature of Individual/Partner/Officer

\_\_\_\_\_  
Signature of Partner/Officer

**Warning: Penalty provided for submitting false statements and affidavits with this application.**

**Your application will be returned for failure to fill out this form completely and correctly, and submit a detailed floor plan as indicated.**

EXHIBIT C

CONFIRMATION OF LEASE TERMS

This Confirmation of Lease Terms is made as of this 5<sup>th</sup> day of June, 2019, with reference to that certain Lease dated May 24, 2019, by and between ("Landlord"), and Julie Hart AND JUSTON HART, ("Tenant"), for the Premises commonly known as                     . The undersigned hereby confirms that the following dates and information are correct, as such terms are defined in the Lease:

Premises Address: 116 S. Commercial St, NEENAH  
3<sup>rd</sup> floor. Partial 2<sup>nd</sup> floor

Premises RSF: 6700 SQ FT

Effective Date: 5/24/2019

Delivery Date: 5/24/2019

Date Tenant Opened for Business: 7/1/2019

Rent Commencement Date: 7/1/2019

Lease Term: MULTI-YEAR

Lease Expiration Date: CONFIDENTIAL

Options for Extension Periods: -

Rent Payment Address: INDEPENDENT CREATIONS.

Base Rent Amount: CONFIDENTIAL

Additional Rent Amount: Please attach payment breakdown -

First Month Prorated Amount: -

Tenant Improvement Allowance: -

Security Deposit: --

LANDLORD:



By: MICHAEL STEUCH - OWNER  
Its: INDEPENDENT CREATIONS, LLC

TENANT:

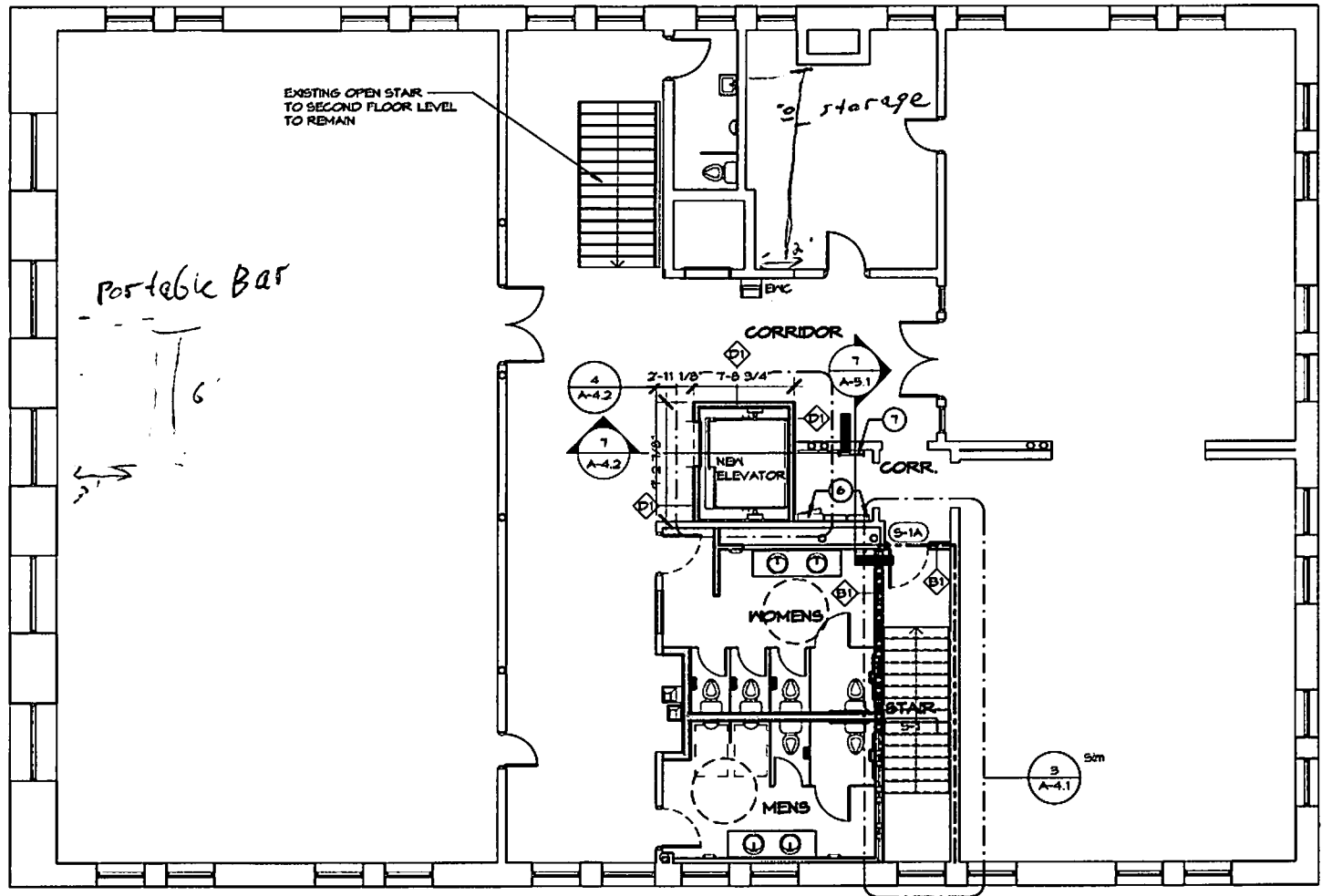
JULIE HART + JUSTON HART

By: \_\_\_\_\_  
Its: \_\_\_\_\_



Ballroom at The Reserve  
 116 S. Commercial St.  
 Neenah, WI, 54956  
 Third Floor

KEYED PLAN NOTES	
1	PROVIDE NEW 3'-0" X 7'-0" SOLID CORE WOOD DOOR W/ HOLLOW METAL FRAME. DOOR & FRAME TO BE 1 HOUR FIRE RATED. PROVIDE PANIC TYPE EXIT HARDWARE W/ ADA LEVER HANDLE ON STAR INTERIOR. PROVIDE LCN HEAVY DUTY SELF CLOSER OR EQUAL. PROVIDE ALL REQUIRED HARDWARE FOR FIRE RATED DOOR ASSEMBLY.
2	EXISTING EXTERIOR WALL TO REMAIN - PATCH / MATCH AREAS DISTURBED DURING CONSTRUCTION
3	PROVIDE NEW EXIT LIGHT ABOVE NEW DOOR
4	PATCH / MATCH EXISTING WOOD STUD / LATH & PLASTER WALL - 1 HOUR RATED PER I.B.C. RESOURCE 'A', TABLE 13.2 ITEM CODE 9N-3-W-86
5	EXISTING WOOD STUD, LATH & PLASTER WALLS TO REMAIN - 1 HOUR RATED PER I.B.C. RESOURCE 'A', TABLE 13.2 ITEM CODE 9N-3-W-86.
6	RELOCATED ELECTRICAL PANELS
7	NEW WALL MOUNTED LADDER TO ROOF ACCESS PLATFORM



4 THIRD FLOOR - NEW WORK  
 A-2.1 1/8" = 1'-0"



EXISTING OPEN STAIR



211 Walnut Street, P.O. Box 426, Neenah, WI 54957-0426  
Phone: (920) 886-6100 Fax: (920) 886-6109  
E-Mail Address: lgoffard@ci.neenah.wi.us

## Alcohol Beverage License Application Recommendation

Date: June 11, 2019

Applicant: Ballroom at the Reserve, LLC  
Justun Hart, agent

Trade Name: Ballroom at the Reserve  
Address: 116 S. Commercial St.

**INSPECTIONS** – The following have signed off on this license application indicating the premises/applicant conforms to the Municipal Code for the City of Neenah, Wisconsin as it related to Building & Electrical Codes, Plumbing Code, the Code governing health and sanitation, the Fire Prevention Code and the applicant is qualified for such license.

- Building Inspector
- Plumbing Inspector
- Sanitarian
- Fire Inspector
- Police

### DELINQUENT PAYMENTS

- Wholesaler of licensee (outstanding liquor bills)
- City Loan
- Water Bill
- Personal Property Taxes
- Special Assessments
- Miscellaneous
- Comments: \_\_\_\_\_

**RECOMMENDATION OF CITY CLERK:** No delinquent payments are due by the applicant. Background checks have been completed with nothing being found. Staff recommends approval contingent on passing inspections.

Patricia A. Sturn, City Clerk



For Office Use Only

- New License (\$60)  **Renewal (\$60)**
- Provisional (\$15) Good for 60 Days
- Temporary (\$10) Expires with event
- Duplicate License (\$10)

Year Ending: **June 30, 2021**  
 Period Ending: \_\_\_\_\_  
 Period Ending: \_\_\_\_\_  
 Pick-up License  
 Mail License

Receipt No: 31984 Amt. Paid: \$ 60 Account Code: OP

### Application For Beverage Operator's License

AGENTS OF CORP/LLC DO NOT NEED A BEVERAGE OPERATOR LICENSE

Answer all questions completely. Please print

Name: Simplicia (First) O. (Middle Initial) Rodriguez (Last)

Street Address: 314 E Doty Ave City: Neenah State: WI Zip Code: 54956

DOB: \_\_\_\_\_ Sex (Male or Female): F Driver's License Number: \_\_\_\_\_

Maiden Name (if applicable): \_\_\_\_\_ Home Phone: \_\_\_\_\_

Where will you be working: Fire lite Cell Phone: \_\_\_\_\_

Have you ever had an Operator's (Bartender's) License?  Yes  No If yes, where? \_\_\_\_\_

Have you **EVER** been convicted of a felony?  Yes  No

If yes, when, where and what type of violation? Please be specific. \_\_\_\_\_

Have you been convicted of a misdemeanor or ordinance violation **past five (5) years** (e.g. speeding, OWI, disorderly conduct, driving without a license, etc.)?  Yes  No

If yes, when, where and what type of violation? \_\_\_\_\_

Have you **EVER** been convicted of any violation of the Wisconsin Statutes and/or federal law pertaining to the sale of alcoholic beverages and/or the manufacture, possession or deliverance of a controlled substance?  Yes  No

If yes, when, where and what type of violation? 2011 serving a minor w/out perm

I certify that I have no delinquent taxes, assessments, other claims including but not limited to water bills in whole or part owed to the City of Neenah or any delinquent forfeiture resulting from a violation of any City ordinance.

I further certify that I am familiar with the laws, ordinances and regulations pertaining to the sale of malt and liquor beverages and I hereby agree, if granted said license, to obey all provisions of said laws.

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 and if the information on this application is incomplete or incorrect my application will be denied.

I, the applicant for this license/permit hereby consent to the release of my customer information to the City of Neenah from the Neenah Utilities for the purpose of processing my application.

Applicant Signature: \_\_\_\_\_ Date: 5/30/19

**Pay \$174  
Fine B/4  
issuing**

Applicant meets guidelines for issuance of Beverage Operator's License.	
<input checked="" type="checkbox"/> Reviewed	Has taken Responsible Beverage Server Training Course or held a license within the past 2 years <u>\$174 Fine</u>
<input type="checkbox"/>	No outstanding Court forfeitures (Patty K)
<input checked="" type="checkbox"/>	No parking tickets (Tina L)
<input checked="" type="checkbox"/>	No delinquent claims (Patie F)
<input checked="" type="checkbox"/>	Police Background Check completed <u>dog/cat Lic.</u>
<input checked="" type="checkbox"/>	No Delinquent Water Bill (Julie)
_____ Approve	_____ Reject
_____ Clerk/Deputy Clerk Signature	_____ Date



Dept. of Legal & Administrative Services  
 Office of the City Clerk  
 211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
 Phone 920-751-4602 • Fax 920-751-5282  
 e-mail psturn@ci.neenah.wi.us  
 PATRICIA A. STURN, WCPC, CMC  
 CITY CLERK

**CERTIFIED MAIL**

June 4, 2019

Simplicia Rodriguez  
 314 E Doty Ave  
 Neenah, WI 54956

RE: Beverage Operator License Application  
 Notification of Delinquent Payment

Type of Delinquent Pmt: Delinquent Fine  
 Amount of Pmt: \$174.00

Dear Simplicia:

This letter is in regard to your recent application for a Beverage Operator's License. In accordance with Chapter 4-1 of the Municipal Code, I am notifying you of the above delinquent payment. Once the payment is made, contact our office to make arrangements for your license to be issued upon approval.

**Please also provide our office with a copy of the receipt for proof of payment.**

In the event any other claims become delinquent, they must also be paid prior to issuance of your license.

If you have any questions, please feel free to

Sincerely,

*Patricia A. Sturn*  
 Patricia A. Sturn, WCPC, CMC  
 City Clerk

<b>U.S. Postal Service™</b>		<b>CERTIFIED MAIL® RECEIPT</b>
<i>Domestic Mail Only</i>		
<small>For delivery information, visit our website at <a href="http://www.usps.com">www.usps.com</a>®.</small>		
<b>OFFICIAL USE</b>		
Postage	\$ 1.50	Postmark Here <i>6/5/19</i>
Certified Fee	3.50	
Return Receipt Fee (Endorsement Required)	2.80	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.80	
Sent To <i>Simplicia Rodriguez</i> Street & Apt. No., or PO Box No. <i>314 E. Doty Ave.</i> City, State, ZIP+4 <i>Neenah, WI 54956</i>		
<small>PS Form 3800, July 2014</small>		<small>See Reverse for Instructions</small>



®

Police Department

2111 Marathon Avenue • Neenah WI 54957-1771

Phone 920-886-6000 • Fax: 920-886-6051 • e-mail: police@ci.neenah.wi.us

June 6, 2019

BY CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

Jeffrey C. Gerarden  
6693 State Hwy 57 Lot37  
Greenleaf WI 54126

Re: Denial of Operator's (Bartender) License Application (New Application)  
Jeffrey C. Gerarden

Dear Mr. Gerarden:

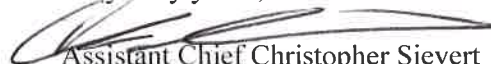
Pursuant to the authority vested in the Neenah Police Department by Neenah Code §4-98, this letter is to inform you that based on your application for an operator's (bartender) license and a review of your background, the Police Department has determined that the application violates Wis. Stat. §125.04 and City of Neenah Policy No. 2013-4 and is therefore denied.

Specifically, the police background check determined the following violations constituting criminal offender status under the statute and violates the following parameters of the Policy for denial of your application:

Violation	Conviction Date	Parameter No.	Notes
Burglary	06/11/1991	11	Stated "No" to felony conviction on application
Disorderly Conduct-Domestic Abuse	09/17/2015		Not listed on application

In the event that you disagree with this determination and the denial of your application, you may appeal the denial of you application by filing a letter or notice of appeal within ten (10) days of the date of this letter (06/17/2019) to the Office of the City Clerk, Neenah City Hall, 211 Walnut Street, Neenah, WI 54956. The appeal would be heard by the Public Services and Safety Committee of the Neenah Common Council. You will be notified of the date and time of the hearing by the City Clerk.

Very truly yours,

  
Assistant Chief Christopher Sievert  
Neenah Police Department

cc: City Clerk Sturn  
City Attorney Godlewski





For Office Use Only

New License (\$60)     Renewal (\$60)    Year Ending: **June 30, 2021**  
 Provisional (\$15) Good for 60 Days    Period Ending: 7-30-19  
 Temporary (\$10) Expires with event    Period Ending: \_\_\_\_\_  
 Duplicate License (\$10)     Pick-up License  
 \_\_\_\_\_     Mail License

Receipt No: 31812    Amt. Paid: \$ 60    Account Code: OP

### Application For Beverage Operator's License

(Jeffrey)

AGENTS OF CORP/LLC DO NOT NEED A BEVERAGE OPERATOR LICENSE

Answer all questions completely. Please print

Name: Jeff (First)    C (Middle Initial)    Gerardin (Last)  
 Street Address: \_\_\_\_\_ City: Greenleaf State: WI Zip Code: 54126  
 DOB: \_\_\_\_\_ Sex (Male or Female): Male Driver's License Number: \_\_\_\_\_

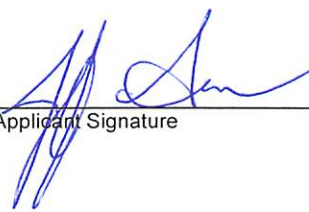
Maiden Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
 Where will you be working: 2 Broke Gutz and TBD Cell Phone: \_\_\_\_\_

Have you ever had an Operator's (Bartender's) License?  Yes  No If yes, where? \_\_\_\_\_  
 Have you **EVER** been convicted of a felony?  Yes  No  
 If yes, when, where and what type of violation? Please be specific. \_\_\_\_\_

Have you been convicted of a misdemeanor or ordinance violation **past five (5) years** (e.g. speeding, OWI, disorderly conduct, driving without a license, etc.)?  Yes  No  
 If yes, when, where and what type of violation? "pac" as on last license

Have you **EVER** been convicted of any violation of the Wisconsin Statutes and/or federal law pertaining to the sale of alcoholic beverages and/or the manufacture, possession or deliverance of a controlled substance?  Yes  No  
 If yes, when, where and what type of violation? \_\_\_\_\_

- I certify that I have no delinquent taxes, assessments, other claims including but not limited to water bills in whole or part owed to the City of Neenah or any delinquent forfeiture resulting from a violation of any City ordinance.
- I further certify that I am familiar with the laws, ordinances and regulations pertaining to the sale of malt and liquor beverages and I hereby agree, if granted said license, to obey all provisions of said laws.
- 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 and if the information on this application is incomplete or incorrect my application will be denied.
- I, the applicant for this license/permit hereby consent to the release of my customer information to the City of Neenah from the Neenah Utilities for the purpose of processing my application.

 05/30/19  
 Applicant Signature Date

Applicant meets guidelines for issuance of Beverage Operator's License. Jeffrey Exp: 6-30-18  
 New Has taken Responsible Beverage Server Training Course or held a license within the past 2 years 6-11 PSSC  
 No outstanding Court forfeitures (Patty K)  
 No parking tickets (Tina L)  
 No delinquent claims (Patie F) PD more invest req'd  
 Deny Police Background Check completed  
 No Delinquent Water Bill (Julie) 6-5  
 \_\_\_\_\_ Approve \_\_\_\_\_  Reject  
Louise Goffard 6-6-19  
 Clerk/Deputy Clerk Signature Date



Pd. 6-6-19  
# 33219



City Clerk's Office

211 Walnut Street, P.O. Box 426, Neenah, WI 54957-0426  
Phone: (920) 886-6100 Fax: (920) 886-6109

# Taxi Cab License Application

To the Mayor and Common Council  
City of Neenah, Wisconsin

Code: AO

Gentlemen:

The undersigned hereby make application for a taxi cab license for the following cars for the period from **July 1, 2019 to June 30, 2020.**

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VEHICLE I.D. #</u>
2004	Mercury	Grand Marques	2MEFM74W14X683323
2002	Mercury	Grand Marques	2MEFM75W52X617109
2006	Mercury	Grand Marques	2MEFM75W76X632491

I do **not** drive on the streets of the City of Neenah (Check this box, fill in company name below and e-mail to [lgoffard@ci.neenah.wi.us](mailto:lgoffard@ci.neenah.wi.us) or fax form back to 920-886-6109)

\*\*\*\*\*

I do drive on the streets of the City of Neenah (Check this box and the appropriate option below. If your company drives on Neenah streets fill in company name below and e-mail to [lgoffard@ci.neenah.wi.us](mailto:lgoffard@ci.neenah.wi.us) or fax form back to 920-886-6109)

  1   Enclosed is the required fee of **\$50.00**. Also enclosed is a copy of our Certificate of Insurance in the amount of **\$500,000** for each accident, **\$100,000** personal injury and **\$100,000** property damage. Please submit application with fees to 211 Walnut St, Neenah, WI 54956.

       I am licensed in \_\_\_\_\_ therefore qualify for the exemption and have attached proof of such license and a copy of our Certificate of Insurance in the amount of **\$500,000** for each accident, **\$100,000** personal injury and **\$100,000** property damage. (Please e-mail to [lgoffard@ci.neenah.wi.us](mailto:lgoffard@ci.neenah.wi.us) or fax form back to 920-886-6109)

I certify that I have no unpaid taxes, assessments or other claims owed the City nor any unpaid forfeiture resulting from a violation of any City Ordinance.

Company Name: Call A Cab LLC Company Address: 220 Krakuro St Menasha WI 54952

Respectfully submitted,

Signature: TH Q. Gupltt

Print Name: Thomas Gupltt



City Clerk's Office

211 Walnut Street, P.O. Box 426, Neenah, WI 54957-0426  
Phone: (920) 886-6100 Fax: (920) 886-6109

pd. \$50  
# 32119  
6-11 P55C

### Taxi Cab License Application

To the Mayor and Common Council  
City of Neenah, Wisconsin

Code: AO

Gentlemen:

The undersigned hereby make application for a taxi cab license for the following cars for the period from July 1, 2019 to June 30, 2020.

YEAR	MAKE	MODEL	VEHICLE I.D. #
2008	Linc	Town Car	2L1Fm 88W 58X 644481

I do not drive on the streets of the City of Neenah (Check this box, fill in company name below and e-mail to lgoffard@ci.neenah.wi.us or fax form back to 920-886-6109)

\*\*\*\*\*

I do drive on the streets of the City of Neenah (Check this box and the appropriate option below. If your company drives on Neenah streets fill in company name below and e-mail to lgoffard@ci.neenah.wi.us or fax form back to 920-886-6109)

Enclosed is the required fee of \$50.00. Also enclosed is a copy of our Certificate of Insurance in the amount of \$500,000 for each accident, \$100,000 personal injury and \$100,000 property damage. Please submit application with fees to 211 Walnut St, Neenah, WI 54956.

Being sent by my Insurance Provider  
Advisor Net

I am licensed in \_\_\_\_\_ therefore qualify for the exemption and have attached proof of such license and a copy of our Certificate of Insurance in the amount of \$500,000 for each accident, \$100,000 personal injury and \$100,000 property damage. (Please e-mail to lgoffard@ci.neenah.wi.us or fax form back to 920-886-6109)

I certify that I have no unpaid taxes, assessments or other claims owed the City nor any unpaid forfeiture resulting from a violation of any City Ordinance.

Company Name: TNT Limousine Service LLC Company Address: 936 9th St Menasha, WI 54952

Respectfully submitted,

Signature: [Handwritten Signature]

Print Name: Tina Simmons



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## M E M O R A N D U M

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**DATE:** June 5, 2019  
**TO:** Mayor Kaufert, and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works General Activity

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- 1) Contract 2-18 (Cecil, Adams). A final pay estimate is being prepared. The contractor has been informed of a number of punchlist items.
- 2) Contract 3-18 (Nature Trails/Eaglecrest) – The only work remaining under this contract is completion of the Liberty Heights trail along Woodenshoe Road. The contract will remain open so that this work can be done early this year.  
Staff has done a field review of the concrete work with the contractor and identified one driveway apron and two sections of sidewalk that need to be replaced under the warranty. Concrete repairs should be done the week of June 10.  
Quantities on the Nature Trail/Eaglecrest work have been finalized with the contractor. Special assessment billings will be sent in September 2019.
- 3) Contract 1-19 (Caroline, Stevens, Fifth)
  - a) Caroline Street – Utility work is complete. The street rest period has just ended. Private side lateral work should start the week of June 17.
  - b) Stevens Street – Utility work is complete. Service work behind the sidewalk will take place the week of June 10. Grading and graveling work is complete.
  - c) Fifth Street – Utility work is complete. Service installation behind the sidewalk was done the week of May 20. Grading and graveling is complete. Concrete work is complete.
- 4) Contract 2-19 (Stanley Ct, Stanley St, Thomas)
  - a) Stanley Court – Water main and storm sewer installation is complete.
  - b) Stanley Street – The connection at Commercial Street has been made and water main installation is ongoing. Utility work should start the week of June 10.
  - c) Thomas Court – Utility work is complete. Requested lateral replacements have not yet been done.
- 5) Contract 3-19 (Epoxy Pavement Marking) – Work is ongoing.
- 6) Contract 4-19 (Concrete Pavement and Sidewalk Repair) – The Bell Street trail has been poured. The contractor will start work on Pendleton Road the week of June 10. Work on Tullar Road must be done while school is out.
- 7) Contract 5-19 (Hot-Mix Asphalt Pavement Repair) – Work has not yet been scheduled.
- 8) Courtney Court – Work has not started.
- 9) Appliance pickup service through Krueger's Hardware is no longer available. It is not known at this point if this a permanent situation or if someone else will restart this service.
- 10) GIS/Asset Management – Seven proposals were received. Staff is currently reviewing those.