

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**Tuesday, October 10, 2017 - 7:00 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 September 26, 2017, Regular Meeting
2. Public Appearances
3. Council Referral: Extension of Premise for Retail "Class A" License - Walmart (Attachment)
  - a. Consideration of Potential Ordinance Amendments
4. Consideration Of and Possible Action On Ord. 2017-15, Amending Special Assessment Rates for Residential Property (Attachment)
5. Sidewalk Criteria Scores (Attachment)
6. Licenses
  - a. Beverage Operator License Applications (Attachment)
7. Public Works General Construction and Department Activity (Attachment)
8. Announcements / Future Agenda Items
9. Adjournment

**CITY OF NEENAH**  
**PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES**  
**Tuesday, September 26, 2017 - 7:00 PM**  
**Hauser Room - City Administration Building**

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

**Also Present:** Mayor Kaufert, City Attorney Godlewski, Director of Public Works Kaiser, Director of Community Development and Assessment Haese, Director of Parks and Recreation Kading, Police Chief Wilkinson, Police Captain Olson, Alderman Pollnow, Alderman Boyette, Samantha Ozment, Brian Defferding, David Tonn, Kathy Tonn, Kris Payette, John Payette, Jake Lamb, Niran Patel, Kristi Branchford

**Minutes: Motion/Second/Carried Hillstrom/Lendrum to approve the minutes of the Regular Meeting of August 29, 2017, and the Special Meeting of August 29, 2017.** All voting aye.

**Public Appearances:** None.

Fence Violation - 686 Oak St: Brian Defferding, 686 Oak Street, addressed the Committee with a request to change the fence ordinance to increase the allowed height of a solid front yard fence from 3 feet to 4 feet. He confirmed that his fence along the Laudan Boulevard side of his property is currently in violation of the ordinance since it is fifty inches in height. He has received orders from the building inspector to correct the violation and owes the City \$25 for a re-inspection fee. He stated that the last time that he appeared before the Committee, he was directed to research the corner lot fence regulations in other communities. He stated that he looked at ordinances from Appleton, Menasha and Kimberly. Based on his research, he believes that Neenah's ordinance is the more restrictive than the others. He showed the committee pictures of his lot with the location of the fence. Chairman Bates confirmed with Mr. Defferding that he built his fence in violation of ordinance with full knowledge of the fence height requirement.

David and Kathy Tonn, 700 Chestnut Street, addressed the Committee to relate a similar issue that they have with a recently installed fence. They noted a yard grade issue that caused the fence to be about 30 inches tall at one point. They noted a concern with the short fence height allowing people on the sidewalk to reach into the yard and bother their dogs.

Mr. Defferding continued his presentation. He requested that the City adopt an ordinance closer to that used in Appleton or Menasha. He noted several locations in Neenah that he believes are in violation of the front yard fence height limit. Chairman Bates noted that, with one exception, the properties that he considers in violation of the ordinance are actually in compliance. Mr. Defferding stated an understanding of the safety consideration in establishing the fence height restriction but is concerned that his dogs do not have ample room in the yard if he is required to build a fence that complies with ordinance.

Director Haese reviewed the rationale for the fence height restriction. He stated that there is an aesthetic consideration in trying to avoid a stockade appearance along the street, but more importantly there is a pedestrian safety consideration along with an intersection and driveway safety consideration. City Attorney Godlewski reviewed the definition of the vision clearance triangle.

**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 2**

Kathy Tonn addressed the Committee to describe the situation with her fence. She noted the property grade issue that led to the fence height violation and the steps that had been taken to address the inspector's orders. She stated that it has left her property with a fence that children can reach over and that her dogs can look over.

Kris Payette, 675 Chestnut Street, addressed the Committee. She noted that her property is next door to Mr. Defferding's. She stated that she currently has a split rail fence along the sidewalk on the Laudan Boulevard side of the property. She stated that she may wish to replace it at some point.

Director Haese addressed a number of factual errors in Mr. Defferding's understanding of fence regulations in the Appleton, Menasha and Kimberly. He stated that they are all comparable to the Neenah ordinance, if not more restrictive. He believes that research on these regulations statewide would yield similar results. He confirmed that by definition a corner lot has two front yards. Kathy Tonn addressed the Committee to request that the definition be changed to designate only one side of a corner lot as the front yard.

Director Haese noted changes made to the fence ordinance to allow a 4-foot tall chainlink fence in the front yard setback. Committee noted that the 3-foot fence height restriction applies to every lot in the city. Director Haese noted that in the 1970s development started creating wider corner lots to account for the corner lot setback restrictions.

Director Haese reviewed the three tests that must be satisfied in order to grant a variance – that there are unique property limitations, that the property cannot be reasonably used without the variance, and that the variance doesn't harm public interests. He noted that cases like this have been discussed with residents before. He noted that this case is a self-created hardship created by Mr. Defferding's ownership of a dog and his desires for that dog. He did not recall any variance requests for corner lot fences that have been recommended for approval. He estimated that there had been 8 to 10 requests. He noted that there were many other inquiries but that property owners did not choose to pursue variances after discussing the issue with staff. He stated that the variance process is dictated by statute. He noted the training that members of the Board of Appeal receive in order to understand the variance process.

Ald. Lendrum stated that she didn't believe that dog fencing rose to the level of creating a hardship issue for this property. She expressed an appreciation for the willingness of Mr. Defferding to bring this forward. She noted that the Committee had received a similar request in the past few years and chose to leave the fence ordinance unchanged. Director Haese noted that allowing a 4-foot chainlink fence within the front yard setback was done to address the situation that Mr. Defferding has.

Mr. Defferding questioned the safety issue that would be created with a 4-foot solid fence. Director Kaiser related his experience with a near miss of a child on the sidewalk while backing out of his driveway. In that case his vision was obstructed by a hedge that had grown to about three and a half feet.

**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 3**

Mr. Tonn addressed the Committee to request that someone contact him to help with his fence issue.

Mayor Kaufert asked City Attorney Godlewski if this was an issue that could be changed through direct legislation. City Attorney Godlewski stated that there are exceptions to the application of that method and that he would need to research if it would be allowable. Mr. Defferding was informed that he could speak during the Common Council open forum.

The Committee took no action on Mr. Defferding's request.

Extension of Premise for Retail "Class A" License Application - Walmart: Committee reviewed the Extension of Premise for Retail "Class A" License application for Wal-Mart Stores East, LP, at 1155 W. Winneconne Avenue. Samantha Ozment, representing Walmart Stores, provided the Committee with a revised description of the premises per the request of Clerk Sturn at the prior Committee meeting. She also addressed questions that had been raised at the prior Committee meeting. She stated that at this point there are no plans to scan IDs into the handheld used by the personal shoppers. She stated that the license extensions for the Appleton and Darboy locations were approved without other conditions. She corrected her statement from the prior meeting that the license extension for the Oshkosh store was approved. That one has not been approved but is in process. She stated that cash cannot be used for the pick-up transaction. She updated the Committee on the construction of the pick-up area canopy.

Chairman Bates noted that the last time that Committee had discussed an expansion of alcohol distribution was in January 2016 when the Committee considered a request to allow alcohol sales at convenience stores. She expressed that allowing this request would effectively mean that the Council would need to allow alcohol sales at convenience stores. Ald. Hillstrom noted that Walmart can already sell alcohol. The request is really about how they sell it. Chairman Bates stated that the Council has typically expressed a concern with the connection between alcohol and transportation, which would be the case with the Walmart license extension. Ald. Hillstrom reminded Committee of the time lag between placing an online order and order pick-up.

Jake Lamb, 101 E. Bell Street, addressed the Committee to concur with Chairman Bates' statement that an approval of this extension would eliminate the rationale used to restrict convenience stores from selling alcohol. He noted that he had no concerns with the manner in which the proposed arrangement would limit the possibility of alcohol sales to minors. He indicated that convenience stores will be again requesting a change to City ordinance that restricts their sale of alcohol.

Kristi Branchford, 221 Bond Street, addressed the Committee. She stated that she didn't see much of a difference between the pick-up method and going inside to purchase alcohol. Chairman Bates noted that the concern was the amount of contact that Walmart staff would have with the purchaser and the ability to determine if the purchaser was impaired.

Chief Wilkinson requested information on the hours of operation. Ms. Ozment stated that pick-ups can be done between 8 A.M. and 8 P.M. She noted that online orders made after 1 P.M. cannot be picked up until the following day.

**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 4**

Committee reviewed the procedures at the store for dealing with intoxicated customers. Ms. Ozment noted the variety of situations that they encounter with that type of customer. Ms. Ozment confirmed that the minimum online order amount is \$30. Chairman Bates expressed a concern that there are no stores with this type of operation to know if there are any issues.

Mayor Kaufert reminded the Committee of the value that a liquor license has for a property and the repercussions that face a business that misuses a license. He stated that he trusted this business to make good policy decisions so that issues don't arise. He noted that his views on the request have changed and that the 4-hour minimum time lag between order and pick-up made him more comfortable with it. He asked if the license extension could be granted on a trial basis. City Attorney Godlewski stated that he would need to check statute to see if there was such a provision.

Committee noted that granting this request could lead to an expansion of alcohol sale points in Neenah. They noted the difficulty of codifying Walmart's policies in a way that would apply to convenience store sales. They also noted that Walmart's policies could change in the future.

City Attorney Godlewski reviewed circumstances under which a seller may have their liquor license revoked. Chief Wilkinson outlined the operations run through the State to test if alcohol sales outlets are checking for underage customers. He noted that Neenah businesses have fared very well in those checks.

Ald. Lendrum stated that she didn't see a pressing need for this type of arrangement. She noted that the City has historically taken a very conservative approach on alcohol issues. She also expressed a concern for the impact that this change could have on local liquor stores.

Committee discussed the possible reaction from Walmart if the license extension were denied. It was noted that their business hasn't been targeted for denial since there are no other operations of this type in the City.

It was determined that the Committee should make a recommendation to Council. It was confirmed that a recommendation to deny would be acted on by the full Council. It was also confirmed by Ms. Ozment that the online sale and pick-up of non-alcohol items could continue if the license extension were denied. City Attorney Godlewski stated that, in the event of a denial, Walmart could reapply for the extension in one year.

**REPORT** Following discussion, **Motion/Second/Carried Lendrum/Bates to recommend Council deny the Extension of Premise for Retail "Class A" License Application for Wal-Mart Stores East, LP, 1155 W. Winneconne Avenue, Samantha L. Ozment, agent.** Motion passed 3-2 (Ald. Stevenson and Ald. Lang voting No).

Recommend Arrowhead Contract with SEH for a Temporary Grading/Drainage Plan: Director Kading reviewed the proposed agreement to develop a temporary grading/drainage plan for Arrowhead Park for a not to exceed price of \$14,500. The Parks and Recreation Commission has reviewed and recommends the agreement. The work would be funded through the \$75,000 Arrowhead Park planning line item in the 2017 TID #10 budget.

**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 5**

Director Kading noted that the current site cap varies in thickness from 2 feet to 5 feet. He stated that there is a 2013 DNR order directing the City to create positive drainage for the site so that water doesn't pool on the cap. He also noted that CN Railways has become concerned with the impact that the lack of drainage on the site could have on their rail bed. The proposed work would provide a temporary drainage plan that addresses these issues while taking into account potential use of the site in the long term. Director Kading noted that this would be an extension of the current contract with SEH for Arrowhead Park planning.

Committee discussed several aspects of the work including the appropriateness of the Arrowhead Park planning line item to fund the work, if approving this work commits the Council to further development on the site, and the ongoing placement of material from other City projects. Ald. Pollnow addressed the Committee to request that Director Kading provide the Council with the DNR order.

REPORT

Following discussion, **Motion/Second/Carried Hillstrom/Lang to recommend Council approve the proposed agreement with SEH for a Temporary Grading/Drainage Plan for Arrowhead Park in the amount not to exceed \$14,500.** All voting aye.

Recommend Arrowhead Contract with SEH for Railroad Crossing and Entrance Plan: Director Kading reviewed the proposed agreement for professional services to develop Millview Drive alternatives and railroad coordination for a not to exceed price of \$16,900. The Parks and Recreation Commission has reviewed and recommends the proposal. The work would be funded through the \$75,000 Arrowhead Park planning line item in the 2017 TID #10 budget. Director Kading noted that the Departments of Community Development and Public Works will be involved in the review of options for Millview Drive. The Committee discussed several aspects of the proposal including the project timeline noted in the proposal, the appearance of the railroad's storage area in the track triangle, and the possibility that there may be pertinent provisions in past negotiations with the railroad.

REPORT

Following discussion, **Motion/Second/Carried Hillstrom/Lang to recommend Council approve the proposed agreement for professional services with SEH to development Millview Drive Alternatives and Railroad Coordination in the amount not to exceed \$16,900.** All voting aye.

Street Assessment Comparison: Kristi Branchford, 221 Bond Street, addressed the Committee. She stated that she lives on a street that is scheduled for construction in the near future. She is concerned with the increases in special assessments that have been levied for street construction and the impact on low to moderate income residents. She questioned if there was a difference between commercial assessment rates and residential assessment rates. She noted that a number of residents replaced their sanitary sewer laterals several years ago when they were impacted by a water main replacement on Bond Street. She noted that homeowners don't realize that these potential costs could impact them.

Director Kaiser reviewed the list of assessable street construction items. He reviewed the street assessment comparison between the current  $\frac{1}{3}$ - $\frac{1}{3}$ - $\frac{1}{3}$  method of assessing versus the structure proposed by Ald. Pollnow at 10%-80%-10%.

**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 6**

He showed assessment information for street construction projects from 2015-2017, noting the typical property assessment and the total projected assessment revenue under both rate scenarios. He also noted the difference in total assessment revenue between the two options. Director Kaiser confirmed that the assessment rate that is applied to a property is based on the actual use not the zoning.

Director Kaiser reviewed the cost comparison for sanitary sewer lateral installation for projects from 2015-2017. He noted the increase seen in assessments for that work this year. He stated that the increase was mainly related to how the awarded contractor chose to bid the project and that the prices seen this year were consistent with the prices seen by our neighboring communities for this type of work. He stated that in the case that Ms. Branchford described where the sewer lateral had been previously replaced, there wouldn't be a sanitary sewer lateral assessment since the existing lateral would simply be reconnected to the sewer main.

Ald. Lendrum expressed support for some sort of transportation fee in lieu of special assessments for street construction.

Ald. Pollnow addressed the Committee to discuss the process needed to change the cost share arrangements in the special assessment ordinance. Chairman Bates indicated that Ald. Pollnow could contact City Attorney Godlewski to prepare an ordinance for Committee review.

Mayor Kaufert outlined the zoning issue that impacts a number of properties in this Bond Street neighborhood. He stated that the properties in this area were rezoned to C2 (Central Commercial District) some years ago in preparation for redevelopment. Residents have noted that this zoning classification has caused difficulty in acquiring loans on their residential property. He also stated that that he has recognized a growing concern over the impact of special assessments on City property owners.

Committee discussed the zoning issue along Bond Street and questioned if adjusting the zoning to C1 (General Commercial District) would be possible and would improve the ability of residents or potential buyers to acquire financing. Ms. Branchford related her experience in trying to acquire financing for her house. Committee directed Director Kaiser to ask Deputy Community Development Director Schmidt to prepare an email for the Committee on the change in zoning from C2 to C1 including the impact that the two zoning designations have on the current use of residential property.

No further action was taken.

**Licenses:**

Beverage Operator License Applications: The Committee reviewed the beverage operator license applications for Kathie A. Boyette, Carolyn J. Cairns, Dominique E. Kuhlown, Kristine K. Lavery, Michael Leon, Amber D. Phipps, Michelle M. Pitzrick, Deanne K. Pleester, Sandra R. Riser, Casey L. Vickman, and Erik L. Williams.

**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 7**

C.A.

Following discussion, **Motion/Second/Carried Lendrum/Hillstrom to recommend Council approve beverage operator license applications for Kathie A. Boyette, Carolyn J. Cairns, Dominique E. Kuhlow, Kristine K. Lavery, Michael Leon, Amber D. Phipps, Michelle M. Pitzrick, Deanne K. Pleester, Sandra R. Riser, Casey L. Vickman, and Erik L. Williams contingent upon payment of all outstanding City or Utility fees.** All voting aye.

Temporary Class "B" (Picnic) Beer License Application - St. Gabriel Parish: The Committee reviewed the request for a temporary Class "B" (picnic) beer license application from the St. Gabriel Parish for their Chili Dinner to be held on November 4, 2017.

C.A.

Following discussion, **Motion/Second/Carried Hillstrom/Lang to recommend Council grant a temporary Class "B" (picnic) beer license to St. Gabriel Parish for their Chili Dinner to be held at 900 Geiger Street on November 4, 2017.** All voting aye.

Public Works General Construction and Department Activity:

1. Contract 1-17 (Cecil St, Higgins Av) Work is complete.
2. Contract 2-17 (Edward, Helen, Cleveland) Work is complete. A final estimate is being prepared.
3. Contract 3-17 (Main Street Lot, Bergstrom Rd Trail, Temple Lot, Whippoorwill, Yorkshire, Cameron, Bridgewood Trail) All work is complete except for the items listed below.
  - a. Bergstrom Road Trail - The railroad crossing will be placed the week of September 25.
  - b. Bridgewood Trail – Landscape restoration will be done the week of September 25.
4. Contract 4-17 (Industrial Drive Pavement Repair) – Work is complete. A final estimate is being prepared.
5. Contract 5-17 (Cecil Street Overpass Approaches) – Work is complete. A final estimate is being prepared.
6. Contract 6-17 (Concrete Pavement/Sidewalk Repair) – The contractor plans to start work in early October.
7. Contract 7-17 (Hot-Mix Asphalt Pavement Repair) – The contractor tentatively scheduled to start work in late October.
8. Another drop-off attendant has been hired. He is currently being trained by the other attendants.
9. Assistant Superintendent Radtke met with Kathy Hutter of the Winnebago County Solid Waste Management Board to discuss arrangements for a clean sweep event in Neenah. Those events are used to provide resident drop-off of household hazardous materials. We have not hosted an event like that. We are providing a site and volunteers to direct traffic. The collection will be done by SWMB staff. We are tentatively looking at early June of 2018.
10. New parking lot signs are being placed. The first signs are being installed at the Church Street Ramp, the Canal Lot (Gold Lot), and the Marketplace Lot (Silver Lot).
11. The 2018 Recycling Grant application has been submitted to WDNR.
12. The City is working with Stantec Consulting to prepare a liability clarification request to WDNR regarding the Neenah Foundry site.
13. A request for proposals for a downtown traffic study has been prepared and will be distributed Wednesday.



**Public Services and Safety Committee Meeting Minutes**  
**September 26, 2017**  
**Page 8**

Announcements/Future Agenda Items:

Director Kaiser noted that leaf collection is scheduled to start the week of October 9.

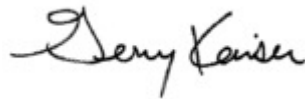
Chairman Bates related a comment that she received from a Forest Manor resident about scratches on the new street light poles that were placed in the neighborhood.

Chairman Bates related a discussion that she had with an emergency room doctor about notification requirements when they receive a bite victim. She stated that the emergency room is required to contact police when they treat the victim of a dog bite because of the potential rabies risk. After that it is up to the victim and the police to make contact.

Ald. Hillstrom noted a recent Police Department Facebook post about a dog bite incident in Riverside Park. Authorities are searching for the dog otherwise the bite victim may need to undergo the rabies protocol. Committee discussed ways to more widely broadcast this information.

**Motion/Second/Carried Stevenson/Lang to adjourn at 9:45 p.m. All voting aye.**

Respectfully submitted,



Gerry Kaiser  
Director of Public Works



Department of Police  
2111 Marathon Avenue, Neenah, WI 54956-4771  
Phone: 920-886-6000 Fax: 920-886-6054  
website: [www.ci.neenah.wi.us](http://www.ci.neenah.wi.us)  
e-mail: [police@ci.neenah.wi.us](mailto:police@ci.neenah.wi.us)

## **MEMORANDUM**

To: Marge Bates, Chair  
Public Services and Safety Committee  
Mayor Kaufert

From: Chief Kevin Wilkinson

Re: **Suggested Inclusions for Drive-Up Alcohol Sales Ordinance**

Date: October 6, 2017

---

As mentioned at Wednesday night's council meeting, I have shared with Alderman Hillstrom some suggestions to consider including in ordinance language if council chooses to approve the Walmart liquor license extension.

First, I think Walmart has been thoughtful and proactive in putting together their own policies to manage these kinds of sales. I am using much of their language in my recommendations.

Second, I admit that my law enforcement bias is to leverage strong controls. Some of these suggestions may seem a bit too onerous from your perspective, but they would make enforcement of any violations easier.

With that, here are my suggestions for inclusion in ordinance language:

1. Minimum 4-hour waiting period between order time and pick-up time
2. Orders after 2 p.m. cannot be picked up until the following day (Walmart's policy is 1 p.m., but I just want the deadline before the end of the school day.
3. Images of the transaction must be captured and retained at least 30 days. The images must include
  - Purchaser
  - ID card
  - Vehicle
  - License Plate

4. A manager must meet with any purchaser who shows any signs of alcohol consumption, must assess sobriety, and approve or deny the sale.
5. The system must allow the purchase of alcohol to be denied without affecting the remainder of the purchase.
6. If the purchaser is not the driver of the vehicle, the agent must ensure the driver is 21 or older (SS 346.93 (1)).
7. Payment cannot be consummated until the purchaser is at the licensed premise and identification has been verified (state law)
8. A licensed bartender must perform the sale/delivery (state law)
9. No alcohol sales are permitted if the purchaser does not have valid photo identification
10. Police must be notified when an apparently underage or intoxicated person attempts an alcohol purchase
11. Pick-up hours are limited to 8 a.m. - 8 p.m.



101 East Kennedy Blvd.  
Suite 3400  
Tampa, Florida 33602-5195  
813.387.0300  
Fax 813.387.1800  
www.quarles.com

Attorneys at Law in  
Chicago  
Indianapolis  
Madison  
Milwaukee  
Naples  
Phoenix  
Scottsdale  
Tampa  
Tucson  
Washington, D.C.

Writer's Direct Dial: 813.387.0279  
E-Mail: becky.diller@quarles.com

August 21, 2017

**VIA UPS OVERNIGHT**

Laurie Goffard, Deputy Clerk  
City of Neenah  
211 Walnut Street  
Neenah, WI 54956-3026

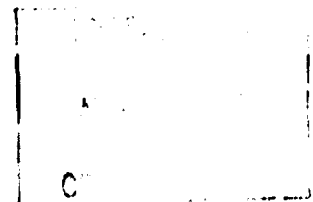
**RE: Walmart #2986 - 1155 W. Winneconne Avenue  
Change of Premises for Alcohol Beverage License**

Dear Ms. Goffard:

Quarles & Brady serves as legal counsel for Walmart with respect to alcohol beverage licensing in Wisconsin. Walmart is launching an online grocery pickup service in select stores in Wisconsin. Customers using this service will be able to place an order online and provide a credit card to hold the order. The customer will then come to their local Walmart store to complete the payment and pick up the order at either a pickup canopy or a dedicated parking space.

Walmart would like to offer customers who shop at their Neenah store the opportunity to include alcohol beverages in an online order. We have contacted the Department of Revenue, which has confirmed that this is permitted under Wisconsin law. Per Tyler Quam, Special Agent with the Department, an online grocery order may include alcohol beverages if payment is made at the store and the customer's age is verified by an employee licensed to sell alcohol beverages in a face-to-face transaction that occurs within the licensed premises. Walmart, therefore, is seeking to amend the premises description in its current license to include the pickup location (canopy or dedicated parking space), as follows:

1 room, 1 story approximately 203,622 sq. ft. located at 1155 W. Winneconne Avenue including canopy locations in parking lot specifically designated for online grocery pickup with additional liquor store attached.



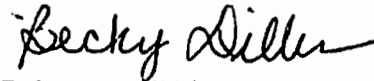
Laurie Goffard, Deputy Clerk  
August 21, 2017  
Page 2

We have enclosed an Original Alcohol Beverage Retail License Application, a site map and floor plans for the Neenah Walmart store showing the location of the canopy or dedicated parking spaces.

We are aware that this change will require approval of the Public Services and Safety Committee and the Common Council. We request that this proposed amendment be considered at the next upcoming meeting, and would be pleased to make a Walmart representative available upon request at this meeting to answer questions.

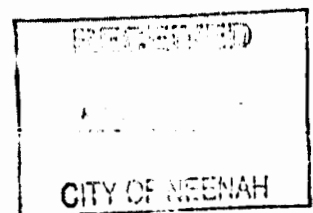
Please let us know if you have questions or require additional information

Very truly yours,



Rebecca A. Diller  
Corporate Paralegal

Enclosures  
QB47758068.1



# ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning JULY 1 20 17  
 ending JUNE 30 20 18

TO THE GOVERNING BODY of the:  Town of }  
 Village of } **NEENAH**  
 City of }

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

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

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

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): **WAL-MART STORES EAST, LP**

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.

List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<b>SRE LIST ATTACHED</b>		
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<b>SAMANTHA L. OZMENT</b>	<b>51 N. 12TH STREET, CLINTONVILLE, WI 54929</b>	
Directors/Managers	<b>SEE LIST ATTACHED</b>		

3. Trade Name **WALMART #2986** Business Phone Number **(920) 722-0782**
4. Address of Premises **1155 WEST WINNECONNE AVENUE** Post Office & Zip Code **NEENAH, WI 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 DELAWARE and date 11/09/01 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.) **SEE ATTACHED**
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? **WAL-MART STORES EAST, LP DBA WALMART #2986**
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5d) before beginning business? (phone 1-800-937-8864)  Yes  No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? (phone (608) 266-2776)  Yes  No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

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

**SUBSCRIBED AND SWORN TO BEFORE ME**

this 18<sup>th</sup> day of August 2017 **SHAWN J. WOODS**  
 Notary Public - ARKANSAS  
 My commission expires 04/07/2022  
 Commission No. 1230011

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <b>8-22-17</b>	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Applicant's WI Seller's Permit No. <b>456102002818005</b>	FEM Number: <b>71-0862119</b>
<b>LICENSE REQUESTED</b>	
<b>TYPE</b>	<b>FEE</b>
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" 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	\$
<b>TOTAL FEE</b>	\$

## WAL-MART STORES EAST, LP

### Original Alcohol Beverage License Application

#### Response to Item 2:

<u>Title</u>	<u>Name</u>	<u>Home Address</u>
President and CEO	Michael Scott Moore	65 Tudor Lane Rogers, AR 72758
Senior Vice President and Chief Compliance Officer	Cynthia Petersen Moehring	2908 Red Fox Ridge Bentonville, AR 72712
Treasurer	Matthew W. Allen	3 South Beau Chene Lane Rogers, AR 72758
Assistant Secretary	Amy Yvonne Thrasher	30 Watson Drive Bella Vista, AR 72714
Assistant Secretary	Andrea Marie Lazenby	9984 Philpott Road Bentonville, AR 72712

The above officers/directors own less than 1% of the stock of Wal-Mart Stores, Inc., a public corporation.

The above officers/directors are those designated with authority for all licensing matters and serve in the capacity as listed above for Wal-Mart Stores, Inc., Wal-Mart Stores East, Inc., Wal-Mart Stores East, LP, Wal-Mart Louisiana, LLC and Wal-Mart Stores Texas, LLC.

#### Response to Item 8(b):

WSE Management, LLC and WSE Investment LLC own the limited and general partnership interests in Wal-Mart Stores East, LP.

WSE Management, LLC	General Partner	1%
WSE Investment LLC	Limited Partner	99%

#### Response to Item 8(c):

A list is attached of other locations in Wisconsin where Wal-Mart Stores East LP holds an alcohol beverage license.

#### Response to Item 9:

Premise Description: 1 room, 1 story, approximately 203,622 sq. ft. located at 1155 Winneconne Avenue. Intoxicating liquor ~~and wine~~ displayed/sold in separate room located at front of building; fermented malt beverages ~~and hard ciders and wine~~ displayed in aisle at back of store and sold at registers throughout the store; alcohol transported by customers throughout the general store area; product stored in back storage area; storage of fermented malt beverages and alcohol sold online in grocery pickup area at southwest corner of building including a dedicated nine parking space canopy.

# Compliance & Ethics

## Online Grocery Pickup Procedure Guide

### Placing Order

- Customer visits [walmart.com/grocery](http://walmart.com/grocery) and creates an account by providing applicable information such as phone #, zip code, email address, etc.
- Based on the customer's zip code, he or she will be provided with a list of the closest stores eligible for Walmart Online Grocery Pickup program
- Customer selects desired pickup store location and the pickup timeframe
- Customer completes the order by supplying Walmart with payment information
- Walmart authorizes and holds the card information but funds are not transferred from the card



- Where allowed by state and local law, customers can include alcoholic beverage product in their online grocery order through [walmart.com/grocery](http://walmart.com/grocery).
- All alcoholic beverage product item pages are flagged with a notification explaining the restrictions around purchasing this product (pictured right)
- If the customer checkouts with an alcoholic beverage product in their basket, another notification is displayed at checkout (pictured right) and an acknowledgement box must be checked by the customer (pictured below).

GOVERNMENT WARNING: (1) According to the Surgeon General, women should not drink alcoholic beverages during pregnancy because of the risk of birth defects. (2) Consumption of alcoholic beverages impairs your ability to drive a car or operate machinery, and may cause health problems.

The sale of alcohol to minors is prohibited.

At delivery or pickup, you must show a valid photo ID and provide a signature confirming that you are age 21 or over. Accepted forms of ID are: Driver's Licenses, State-issued Identification Cards, U. S. Passports, Military Identification Cards, U.S. Immigration Cards, or Tribal IDs in specific states, or other similar government issued IDs that are recognized within the state. Drivers will not deliver to anyone who appears to be intoxicated. No discounts, coupons or tax-exempt sales may be applied to alcohol. An order of alcohol totaling 20 gallons or more will not be allowed.

#### Alcohol Disclosure ⓘ

By checking this box, you confirm that you are at least 21 years old and will not resell any alcohol you purchase.

#### Alcohol Disclosure ⓘ

**Your order contains alcohol. Please read our policy before purchase.**

GOVERNMENT WARNING: (1) According to the surgeon General, women should not drink alcoholic beverages during pregnancy because of the risk of birth defects. (2) Consumption of alcoholic beverages impairs your ability to drive a car or operate machinery, and may cause health problems.

The sale of alcohol to minors is prohibited.

At delivery or pickup, you must show a valid photo ID and provide a signature confirming that you are age 21 or over. Accepted forms of ID are: Driver's Licenses, State-issued Identification Cards, U. S. Passports, Military Identification Cards, U.S. Immigration Cards, or Tribal IDs in specific states, or other similar government issued IDs that are recognized within the state. Drivers will not deliver to anyone who appears to be intoxicated. No discounts, coupons or tax-exempt sales may be applied to alcohol. An order of alcohol totaling 20 gallons or more will not be allowed.



# Compliance & Ethics

## Online Grocery Pickup Procedure Guide

### Picking / Staging

- On the day a customer is scheduled to pickup an order, a Walmart associate, identified as a “Personal Shopper,” will “shop” for the customer order in the store
- All shopping is completed on the pickup day to ensure customer receives the freshest products



- If a customer's order contains an alcohol beverage product, the product is assigned to a “Restricted” commodity group to ensure only personal shoppers that have taken the appropriate training and are of a legal age will pick the alcohol beverage product
- Only personal shoppers meeting the age requirements within the regulatory jurisdiction are allowed to handle and/or dispense orders with alcohol beverage products
- **In Wisconsin**, Personal shoppers must hold an operator/bartender license issued by their local municipality
- The picking carts that our shoppers use to pick items, have a roll of stickers labeled with the word “alcohol”
- Orders containing alcohol beverage products are bagged and labeled with an alcohol sticker (pictured right)
- This sticker enables our personal shoppers to clearly identify items that are subject to additional regulatory restrictions
- All picked orders are kept in a secure backroom staging area, not open to the public, and only where Walmart employees are permitted to enter
- Online Grocery orders are staged separately than other online orders (Site to Store or Pickup Today programs)



\*red text indicates a control related to alcohol

# Compliance & Ethics

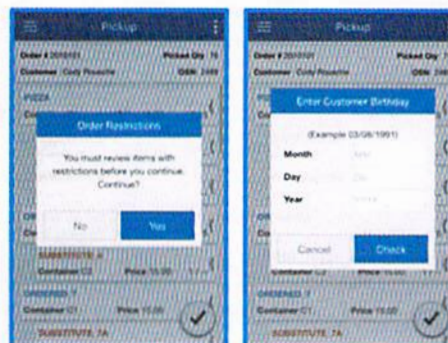
## Online Grocery Pickup Procedure Guide

### Customer Pickup: Order Review

- Online Grocery Pickup is currently offered between 8am – 8pm, 7 days a week (except holidays or other store closures)
- When the customer arrives, they notify our personal shoppers of their arrival by calling, using mobile check-in, or check-in via the pickup kiosk (options vary by location)
- The personal shopper assigned to dispense the order uses the handheld device to identify the order number and pull the appropriate totes from the staging areas
- Prior to putting the customer's order in their vehicle, the personal shopper uses their handheld device to review the order with the customer
- The personal shopper will also review any substituted items, fragile items, out of stock items, and verify customer's identification if the customer purchased any age restricted items
- This review allows the customer to ensure they are getting what they want and provides the customer an opportunity to return or reject any item



- Only personal shoppers meeting the age requirements within the regulatory jurisdiction are allowed to handle and/or dispense orders with alcohol beverage products
- If a customer's order includes alcohol beverage product, the personal shopper is prompted by their handheld device that there are restricted items in their order
- If alcohol is not allowed to be sold at the time of dispense, the associate is notified (via their handheld device) that sale of the product is currently restricted, the items are automatically removed from the customer's digital basket (the customer will not be charged), and the personal shopper will remove the physical product from the order (pictured right)
- The personal shopper will request valid identification and enter the customer's date of birth from the identification into their handheld device (pictured below)



# Compliance & Ethics

## Online Grocery Pickup Procedure Guide

---

- If over 21, the customer can sign for the order, and the personal shopper can place the final order into the customer's vehicle
- If the customer is under 21 and/or cannot provide a valid ID, the alcohol beverage products are removed from the customer's order and the customer is not charged for these products. *(pictured right)*



### Customer Pickup: Dispensing

- Once the customer and personal shopper have:
  - Reviewed any substituted items, fragile items, and out of stock items
  - Removed any rejected products that the customer no longer wants
  - Verified the customer's age and identification if the order contained any age restricted items (and if necessary, removed age restricted items)
- The customer signs the order, the customer's account is charged with the final order amount (after removing the cost of any products removed from the customer's order)
- The personal shopper places the final order in the customer's vehicle, and the transaction is considered complete



\*red text indicates a control related to alcohol

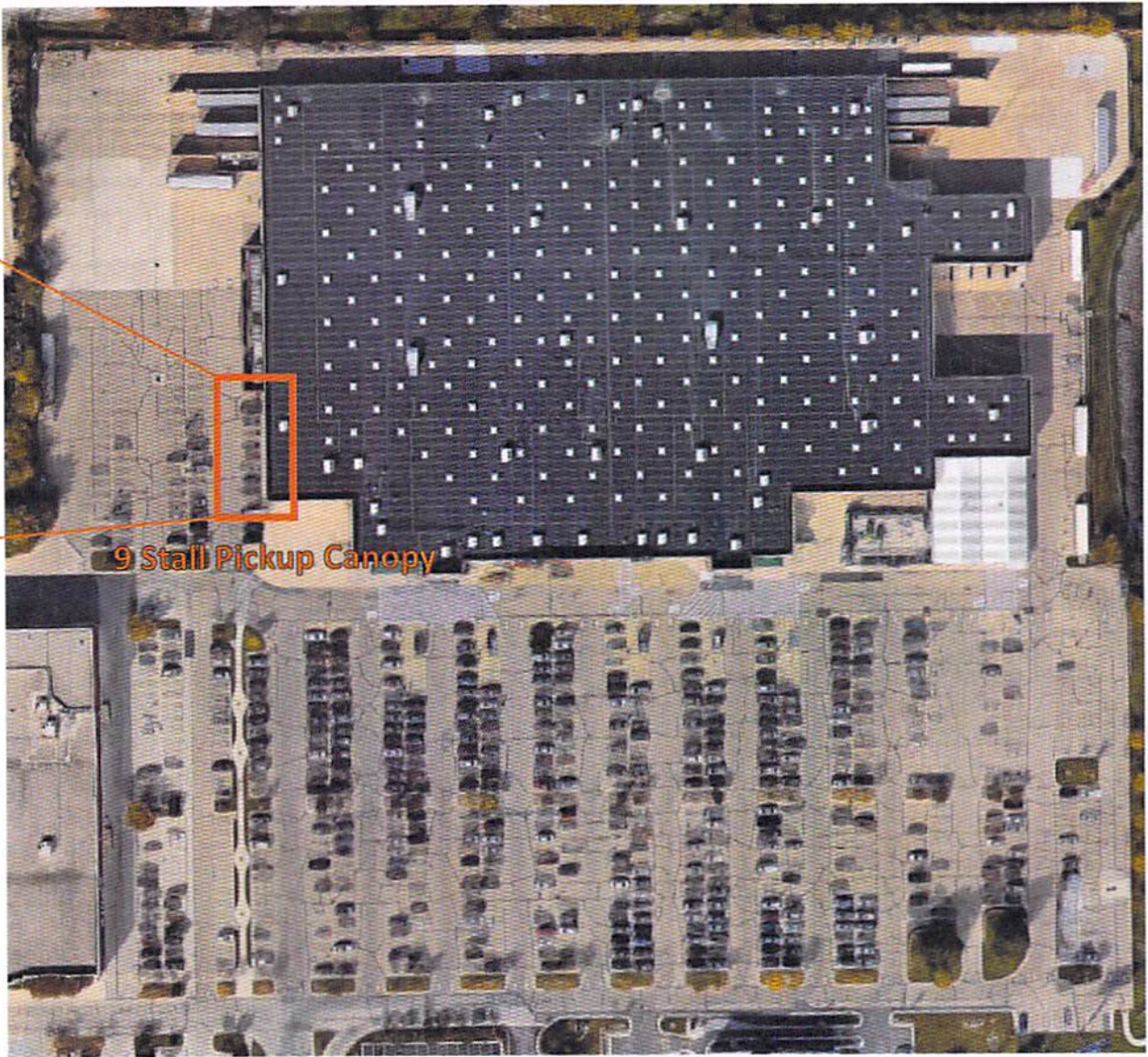
QB\48160609.1

# Online Grocery Pickup External Canopy / Customer Parking

Standard Canopy\*

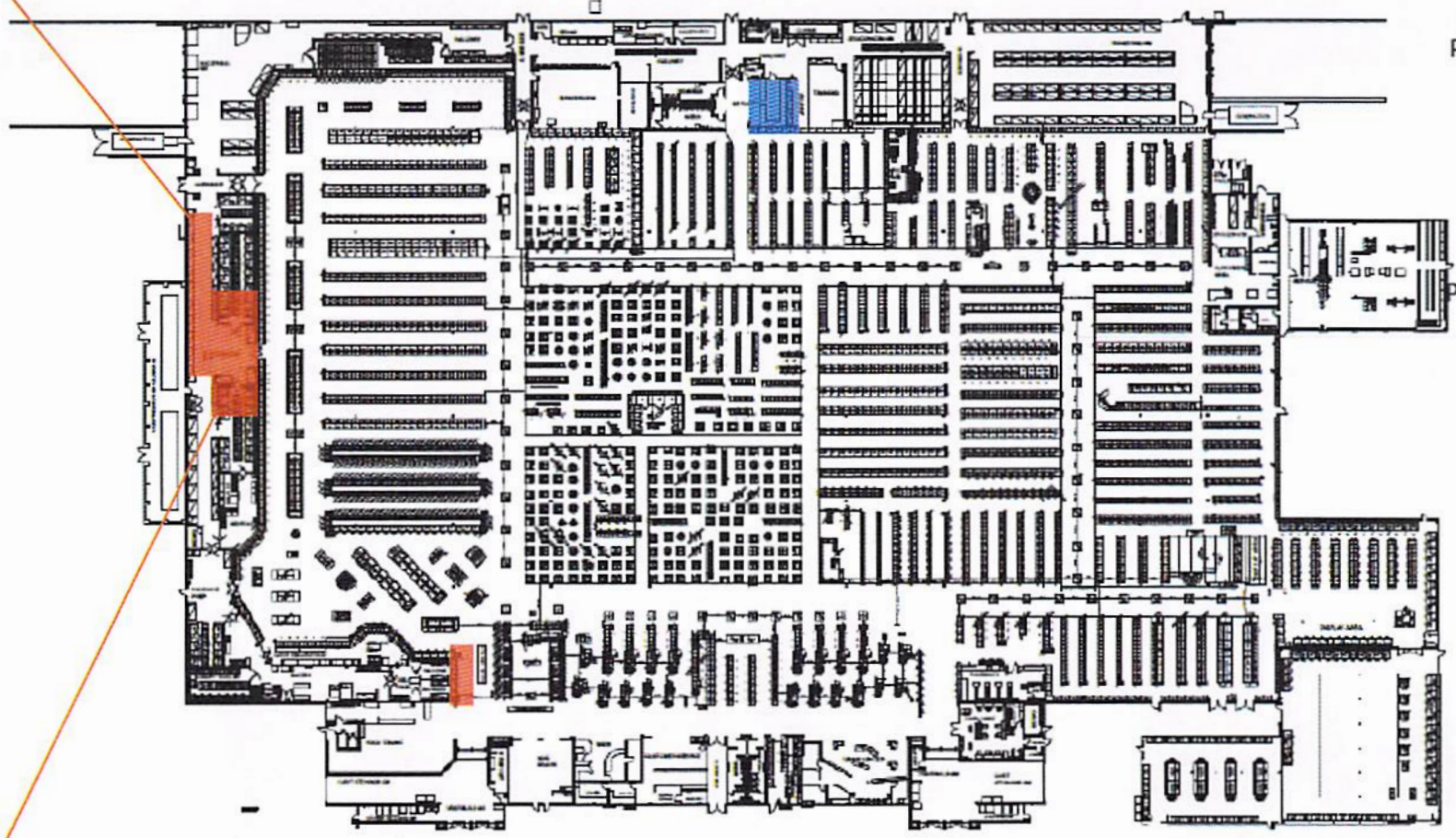
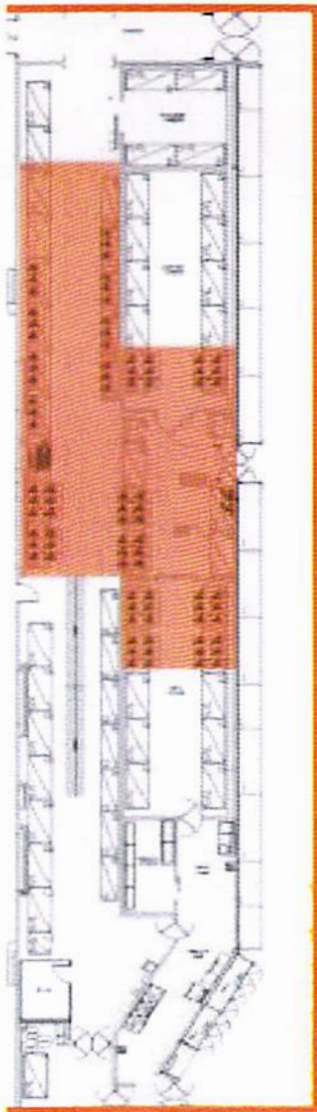


a generic image, the canopy at Walmart #2986 is currently under construction



9 Stall Pickup Canopy

# Online Grocery Pickup Staging / Management Area



- Existing Pickup Loc
- Proposed Pickup Sol



*Dept. of Legal & Administrative Services*  
*Office of the City Attorney*  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6106 • Fax: 920-886-6109  
e-mail: jgodlewski@ci.neenah.wi.us  
JAMES G. GODLEWSKI  
CITY ATTORNEY

---

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

---

**DATE:** October 5, 2017  
**TO:** Chairman Bates, members of the Public Services & Safety Committee  
**FROM:** City Attorney Jim Godlewski  
**RE:** Ord. 2017-15 Street Assessment Rate in R1 & R2 Districts

---

Attached to this memo is Ord. 2017-15 requested by Ald. Pollnow. The ordinance would change the assessment rate for residential properties in R1 & R2 districts from 33% of total costs to 10% of total project costs.



211 Walnut Street  
Neenah, WI 54956

AN ORDINANCE: By Ald. Pollnow  
Re: Amending Code §13-5(d)(2) to provide that residential property be assessed at 20% of assessable street reconstruction cost, reduced from two-thirds assessable street reconstruction cost

ORDINANCE NO. 2017-15

Introduced: \_\_\_\_\_

Committee/Commission Action: \_\_\_\_\_

## AN ORDINANCE

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

**Section 1.** Section 13-5(d)(2) 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:

(2) *Residential property.* Not more than ~~two-thirds~~twenty percent (20%) of the assessable construction cost (i.e., not to exceed more than ~~one-third~~ten percent (10%) of the cost on each side) shall be assessed residentially zoned property (R-1, R-2) or property used for R-1 or R-2 purposes. If it is determined that a street shall be constructed other than the standard described in Subsection (b) and/or be constructed with Portland cement concrete pavement assessment methods shall be as follows:

**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.

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

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

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

Approved:

Approved:

Attest:

---

Dean R. Kaufert, Mayor

---

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





Department of Public Works  
 211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
 Phone 920-886-6241 • e-mail: gkaiser@ci.neenah.wi.us  
**GERRY KAISER, P.E.**  
 DIRECTOR OF PUBLIC WORKS

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

**DATE:** October 4, 2017  
**TO:** Mayor Kaufert, and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Sidewalk Criteria Scores

One of the staff tasks coming from the last Committee of the Whole discussion on sidewalk was an application of the sidewalk criteria scoring system (attached Exhibit A) to the existing Sidewalk/Off-Street Trails map in order to prioritize installation. Exhibit B shows a draft of the scores for those street segments. The top five point totals are highlighted in red. Below are some notes and observations on the application of these criteria.

### General Notes

1. Street segments that are designated for sidewalk within recent subdivision plats were not evaluated.
2. Minor Arterials were not evaluated. Using the WisDOT Guidelines for Sidewalk Placement (Table 1 below) those streets should have sidewalk on both sides.

TABLE 1

WisDOT Guidelines for Sidewalk Placement		
Land-Use, Dwelling Density, or Functional Classification	New Urban and Suburban Streets	Existing Urban and Suburban Streets
Commercial and Industrial (all streets)	Both sides	Both sides. Every effort should be made to add sidewalks where they do not exist and complete missing links.
Residential (arterials)	Both sides	Both sides
Residential (collectors)	Both sides	Multifamily—both sides. Single family—prefer both sides; require at least one side.
Residential (local road) More than 4 units/acre	Both sides	Prefer both sides; at least one side required.
Residential (local road) 1 to 4 units/acre	Prefer both sides; at least one side required.	One side preferred at least 4 feet.
Residential (local road) Fewer than 1 unit/acre	One side preferred; shoulder on both sides.	At least 4 foot shoulder required on both sides.

3. If several street segments were part of connected route, they were evaluated together as a single unit.

### Pedestrian Generator Notes

1. Initially an “as the crow flies” approach was taken for the proximity checks for the sake of efficiency. Bubble drawings were created around each of the street segments with varying radii. These drawings then were used to determine the distance from each of the features included in the proximity list. This method led to a number of situations where physical barriers (Fox River, Interstate 41, CN Railways) would cause significant re-routing, which rendered that method invalid for those features and resulted in a mix of methods for measuring these distances.
2. Because of the density of parks on the east side of the City, streets in that area tended to score higher for Proximity of Parks.
3. In the Proximity to Parks criteria, all parks are considered equal. It may be more appropriate to break them into categories consistent with the Comprehensive Outdoor Recreation Plan and adjust the proximity criteria accordingly. This would entail evaluating the parks in the categories below and assigning proximity criteria to each.

Park Type	NRPA Service Area
Neighborhood	0.5 miles
Community	2.0 miles
Special Use	1.5 miles
Natural Resource Area	2.5 miles

4. Proximity to Shopping/Restaurants could also be considered Proximity to Employment Center. These service industry jobs likely lend themselves more to the possibility of a walking or bicycling commute. They were not evaluated in that manner for this draft.

### Traffic Conditions Notes

1. Traffic Volume and Vehicle Speeds are fairly easy to capture. We need to account for potential differences between school year traffic and summer traffic.
2. The Pedestrian Volume criteria was not used. Staff has discussed methods for capturing this type of information accurately. There is no cost-effective in-house capacity for this.
3. Raw crash data was used without an evaluation of crash circumstances.
4. Police Ticketing covers a wide array of violations (May 2016 citation types shown in Exhibit C). Very few of these have relevancy to sidewalk installation. In addition, similar offenses may receive a warning rather than a citation, so the warnings data would also need to be evaluated. Additionally, different areas of the City may be policed with a different intensity, which could lead to a bias in this data. Since the most pertinent violations are speed related, my suggestion is to rely on the vehicle speed data rather than use citations/warnings to capture a true picture of circumstances on a street.
5. Close Calls – Documented was not used because there is no compilation of this data.

Physical Conditions Notes: None



**EXHIBIT B**

Sidewalk Installation Review											
= Sidewalk shown on Plat											
Estimated cost for both sidewalk and trail installation = \$ 25.00 per lineal foot											
Street Name	Termini	Centerline Length (ft)	Sides of Street	Proposed Improvement	Total Length Sidewalk/Trail (ft)	Installation Cost	Pedestrian Generator Score	Traffic Conditions Score	Physical Conditions Score	TOTAL SCORE	
<b>Principal Arterials</b>	Main St	US 41 SB Off - Green Bay Rd	1,500	1	Trail on N side	1,500	\$ 37,500				0
<b>Minor Arterials</b>	Bell St	Industrial Dr - Harrison St	2,270	1	Trail on S side	2,270	\$ 56,760				0
	Congress St	Hawthorne St - Cecil St	3,221	1	Sidewalk on E side	3,221	\$ 80,520				0
	Green Bay Rd	Winneconne Av - Main St	4,400	1	Sidewalk on W side	4,400	\$ 110,000				0
	Green Bay Rd	Main St - North St	1,130	2	Sidewalk on both sides	2,260	\$ 56,500				0
	Pendleton Rd	S Dead End - Gay Dr	1,000	2	Trail on E side, sidewalk on W side	2,000	\$ 50,000				0
	Pendleton Rd	Gay Dr - CTH JJ	1,580	2	Trail on W side, sidewalk on E side	3,160	\$ 79,000				0
<b>TOTAL</b>					17,311	\$ 432,780					
<b>Collectors</b>	Bergstrom Rd	CTH G - Dayton Freight	610	1	Trail on W side	610	\$ 15,250				0
	Gillingham Rd	Breezewood Ln - 220 S of Byrd Av	2,600	1	Sidewalk on W side	2,600	\$ 65,000	230	64	38	332
	Jewelers Park Dr	Harrison St - Cecil St	5,000	1	Trail on E side	5,000	\$ 125,000	292	40	46	378
	Park Av	Bell St - Peckham Rd	3,000	1	Sidewalk on E side	3,000	\$ 75,000				0
	Park Av	Peckham Rd - Cecil St	2,500	2	Sidewalk on both sides	5,000	\$ 125,000	467	70	48	585
	Park Av	Cecil St - Bayview Rd	450	1	Sidewalk on E side	450	\$ 11,250				0
<b>TOTAL</b>					16,660	\$ 416,500					
<b>Sub-Collectors</b>	Alexander Dr	Bruce St - Commercial St	750	1	Sidewalk on N side	750	\$ 18,750	364	10	68	442
	Apple Blossom Dr	Primrose Ln - Gillingham Rd	1,000	1	Sidewalk on N side	1,000	\$ 25,000	212	40	28	280
	Baldwin St	Cecil St - Winneconne Av	2,300	1	Sidewalk on W side	2,300	\$ 57,500	448	30	20	498
	Baytree Ln (S) / Shaggy Bark / Meadowbreez	Westbreeze - Breezewood	2,850	1	Sidewalk on W/N side	2,850	\$ 71,250	213	10	46	269
	Baytree Ln (N)	Breezewood Ln - Apple Blossom Dr	1,800	1	Sidewalk on W side	1,800	\$ 45,000	215	10	20	245
	Briar Dr / Briar Ln / Gay Dr	W City Limits - Pendleton Rd	950	1	Sidewalk on S/E side	950	\$ 23,750	229	0	36	265
	Briggs Ln	Woodenshoe Rd - Highland Dr	400	2	Sidewalk on both sides	800	\$ 20,000				0
	Brooks Av	Bell St - Byrd Av	2,600	1	Sidewalk on E side	2,600	\$ 65,000	354	40	38	432
	Bruce St	Castle Oak Dr - Parkwood Dr	1,700	1	Sidewalk on W side	1,700	\$ 42,500	314	0	48	362
	Carriage/Secretariat	Commercial St - S. Park Av	2,100	1	Sidewalk on south side	2,100	\$ 52,500	316	30	48	394
	Chatham Ct (N) / Pembroke Dr / Surrey Ln	Congress St - Park Av	1,950	1	Sidewalk on N side	1,950	\$ 48,750	433	10	10	453
	CTH G	Woodenshoe Rd - 900' E of Hedgeview Dr)	2,600	1	Trail on S side	2,600	\$ 65,000				0
	Frederick Dr	Tullar Rd - Primrose Ln	750	1	Sidewalk on N side, fill gaps	750	\$ 18,750	244	40	58	342
	Hedgeview Dr	CTH G - S End	1,700	1	Sidewalk on both sides	1,700	\$ 42,500				0
	Hewitt St	Eleventh St - Twelfth St	300	1	Sidewalk on S side	300	\$ 7,500	260	10	40	310
	Highland Dr	CTH G - Plains Av	1,100	2	Sidewalk on both sides	2,200	\$ 55,000				0
	Kensington Rd	Park Av - Bayview Rd	2,700	1	Sidewalk on S side	2,700	\$ 67,500	348	10	48	406
	Lakeshore Av	Wisconsin Av - N. Park Av	3,200	1	Trail on E side	3,200	\$ 80,000	462	34	0	496
	Lynrose Ln / Meadowbrook Dr	Yorkshire Rd - S. Park Av	1,800	1	Sidewalk on W/S side	1,800	\$ 45,000	381	0	28	409
	Marathon Av	Castle Oak Dr - Parkwood Dr	1,800	1	Sidewalk on E side	1,800	\$ 45,000	302	20	44	366
	Meadow Ln	Frederick Dr - Apple Blossom Dr	350	1	Sidewalk on E side, fill gaps	350	\$ 8,750	252	26	30	308
	Nature Trail Dr	Whispering Pines Trail - Pendleton Rd	1,200	2	Sidewalk on both sides, fill gaps	2,400	\$ 60,000				0
	Paintbrush Rd	W end - Kingswood Dr	500	2	Sidewalk on both sides	1,000	\$ 25,000				0
	Parkwood Dr	Brantwood Dr - Marathon Av	800	1	Sidewalk on N side	800	\$ 20,000	287	0	28	315
	Plains Av	Highland Dr - Hedgeview Dr	1,200	2	Sidewalk on both sides	2,400	\$ 60,000				0
	Plummer Ct (S)	Green Bay Rd - Adams St	1,300	1	Sidewalk on N side	1,300	\$ 32,500	439	8	66	513
	Presidential Dr	S End - Plains Av	250	2	Sidewalk on both sides	500	\$ 12,500				0
	Stuart Dr	Gay Dr - Cecil St	1,300	1	Sidewalk on E side	1,300	\$ 32,500	249	0	66	315
	Westbreeze Dr	Pendleton Rd - Meadowbreeze Ci	1,300	2	Sidewalk on both sides	2,600	\$ 65,000				0
	Whittier Dr	Kraft St - Hawthorne St	1,300	1	Sidewalk on W side	1,300	\$ 32,500	455	18	56	529
	Yorkshire Rd	Park Av - Bayview Rd	2,600	1	Sidewalk on S side	2,600	\$ 65,000	324	10	48	382
<b>TOTAL</b>					52,400	\$1,310,000					

## Exhibit C

Traffic Violation Types - May 2016		
DRIVING TOO FAST FOR CONDITIONS	NON-REGISTRATION OF AUTO, ETC	OPERATING WHILE UNDER THE INFLUENCE
EQUIP NONPOLICE VEH. W/ BLUE LIGHTS	OPERATE AFTER REV/SUSP OF REGISTRATION	OPERATING WHILE UNDER THE INFLUENCE(2ND)
EXCEEDING SPEED ZONES, ETC. (1-10 MPH)	OPERATE MOTOR VEH. W/O ADEQUATE MUFFLER	OPERATING WHILE UNDER THE INFLUENCE(3RD)
EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	OPERATE MOTOR VEHICLE W/O INSURANCE	OPERATION W/O REQUIRED LAMPS LIGHTED
FAIL TO FOLLOW INDICATED TURN	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	PERMITTEE OPER TYPE 1 CYCLE WHEN DARK W/O QUAL. PERSON
FAIL/STOP AT STOP SIGN	OPERATE MOTORCYCLE W/O VALID LICENSE	POSSESS OPEN INTOXICANTS IN MV-DRIVER
FAIL/STOP FOR FLASHING RED SIGNAL	OPERATE VEHICLE W/O STOPPING LIGHTS	RACING ON HIGHWAY
FAIL/YIELD FOR YIELD SIGN	OPERATE W/O CARRYING LICENSE	RECKLESS DRIVING-ENDANGER SAFETY
FAIL/YIELD RIGHT/WAY FROM STOP SIGN	OPERATE W/O VALID LICENSE	SPEEDING IN OUTLYING DISTRICT (1-10 MPH)
FAIL/YIELD WHILE MAKING LEFT TURN	OPERATE W/O VALID LICENSE (EXP W/IN 3 MTHS)	SPEEDING ON CITY HIGHWAY (1-10 MPH)
HIT AND RUN	OPERATING AFTER SUSPENSION	SPEEDING ON CITY HIGHWAY (11-15 MPH)
HIT AND RUN-PROPERTY ADJACENT TO HIGHWAY	OPERATING LEFT OF CENTER LINE	SPEEDING ON CITY HIGHWAY (20-24 MPH)
IMPROPER LEFT TURN/APPROACH	OPERATING W/PAC (1ST)	TRUCK FOLLOWING TOO CLOSELY
IMPROPERLY ATTACHED LICENSE PLATES	OPERATING W/PAC (2ND)	VEHICLE OPERATOR FAIL/WEAR SEAT BELT
INATTENTIVE DRIVING	OPERATING W/PAC (3RD)	VIOL OF CHILD SAFETY RESTRAINT - CHILD 4 YRS BUT < 8 YRS
NO TAIL LAMP/DEFECTIVE TAIL LAMP-NIGHT	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)	VIOLATE RED TRAFFIC SIGNAL

# Public Services & Safety Committee October 10, 2017

## BEVERAGE OPERATOR LICENSE APPLICATIONS:

<b>New or Renewal</b>	<b>Last Name, First, M.I.</b>	<b>Municipality</b>	<b>Place of Business</b>
New	Hairl, Denise	Neenah	Walmart
New	Harris, Alyssa A.	Neenah	Walmart
New	Hart, Justun J.	Oshkosh	Bridgewood Resort Hotel
New	Liesch, Courtney R.	Neenah	Lucky Dogz
New	Meyer, Morgan D.	Neenah	Uncorked
New	Pongratz, Melissa A.	Oshkosh	Walmart
New	Reissmann, Keaton D.	Oshkosh	The Shinery



*Department of Public Works*  
211 Walnut St. • P.O. Box 426 • Neenah WI 54957-0426  
Phone 920-886-6241 • e-mail: gkaiser@ci.neenah.wi.us  
**GERRY KAISER, P.E.**  
**DIRECTOR OF PUBLIC WORKS**

---

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

---

**DATE:** October 5, 2017  
**TO:** Mayor Kaufert, and Members of the Public Services and Safety Committee  
**FROM:** Gerry Kaiser, Director of Public Works  
**RE:** Public Works General Activity

---

- 1) Contract 1-17 (Cecil St, Higgins Av) Work is complete.
- 2) Contract 2-17 (Edward, Helen, Cleveland) Work is complete. A final estimate is being prepared.
- 3) Contract 3-17 (Main Street Lot, Bergstrom Rd Trail, Temple Lot, Whippoorwill, Yorkshire, Cameron, Bridgewood Trail) All work is complete. A final estimate is being prepared.
- 4) Contract 4-17 (Industrial Drive Pavement Repair) – Work is complete. A final estimate is being prepared.
- 5) Contract 5-17 (Cecil Street Overpass Approaches) – Work is complete. A final estimate is being prepared.
- 6) Contract 6-17 (Concrete Pavement/Sidewalk Repair) – The contractor has started work.
- 7) Contract 7-17 (Hot-Mix Asphalt Pavement Repair) – The contractor will start work in the Woodside Green estates subdivision the week of October 9. Once the temporary asphalt mat is placed there, the contractor will begin miscellaneous patch work.
- 8) The e-waste event is scheduled for October 14.
- 9) Staff has been meeting with consultants interested in the downtown traffic study.