

**CITY OF NEENAH**  
**SPECIAL PUBLIC SERVICES AND SAFETY COMMITTEE MEETING**  
**August 21, 2024 @ 6:45 PM**  
**City Hall, 211 Walnut Street**  
**Hauser Room**

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.

**AGENDA**

1. Licenses
  - A. Approve the Temporary Extension of Licensed Premises Application to Grainworks Old + New, for the Allocated Bourbon Drawing (Attachment)
  - B. Approve the Temporary Extension of Licensed Premises Application to Lion's Tail Brewing for Oktoberfest 2024 (Attachment)
  - C. Approve the Temporary Extension of Licensed Premises Application to Fire-Lite, Inc., for Saving Paws Fundraiser (Attachment)
2. 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 **City Clerk Office at (920)886-6101** 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.

## Public Services & Safety Committee

August 21, 2024

### Temporary Extension of Licenses Premises Application

Applicant	Event Contact	Name of Event	Location	Date(s) of Event	Time of Event
Grainworks Old + New	Brian & Chand Duncan	Allocated Bourbon Drawing	200 Main Street	9/7/24	10am-4pm
Fire-Lite Inc	Matthew Nelson	Saving Paws Fundraiser	1171 Gillingham Rd	9/14/24	11am-10pm
Lion's Tail Brewing	Alex Wenzel	Oktoberfest 2024	116 S. Commercial St	09-20-24 to 09-22-24	Fri 3-10:30pm, Sat 12-10:30pm, Sun 9am-3pm



# TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110

[clerk@neenahwi.gov](mailto:clerk@neenahwi.gov)

[www.ci.neenah.wi.us](http://www.ci.neenah.wi.us)

<b>For Office Use Only</b>		Code: LL
Cost: \$10/day up to 3 days	Receipt No:	63340
Paid: \$10	Date filed: 8/16/24	Deadline:
Map included: Y	25 days prior to event	

### Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): <b>Brian Duncan, Chad Duncan</b>	Contact Phone # <b>920.841.7543</b>
Corporation or LLC Name: (if applicable) <b>Brainworks Old + New</b>	Business/Trade Name:
Business Address: <b>200 Main Street, Neenah, WI 54956</b>	

### Section 2: Event Information

Name of Event:  
**Allocated Bourbon Drawing**

List Dates & Times (include a.m. or p.m.): *Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.*  
**Saturday, September 7th : 10AM - 4pm (set up Sept 6th after 6pm)**

### Section 3: Extension of Premise

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.  
Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.

Sidewalk at the **NORTH** of premise (**W Doty Ave**)       Parking lot at the \_\_\_\_\_ of premise.  
 Street of the \_\_\_\_\_ of premise       Parking lot at the \_\_\_\_\_ of premise.  
 Other: \_\_\_\_\_

Check all that apply for the area(s) on the premise where the event will take place.

I own       I will obtain a special event permit (see information sheet for details) **Filed May 2024**  
 I lease       I have permission from a special event organization

### Section 4: Other: **SEE ATTACHED**

Describe proposed change(s): *Include a map on the reverse side of this application*  
**Use sidewalk to display bottles during event. Bottles will be in an area covered by tents and surrounded by a fence with one entrance/exit.**

### Section 5: Acknowledgement and Signature

**APPLICANTS FILING AFTER THE DEADLINE:**  
I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:

I affirm my understanding that any decision made by the Council is final and not subject to appeal; and  
 I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

**ALL APPLICANTS:**

I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.

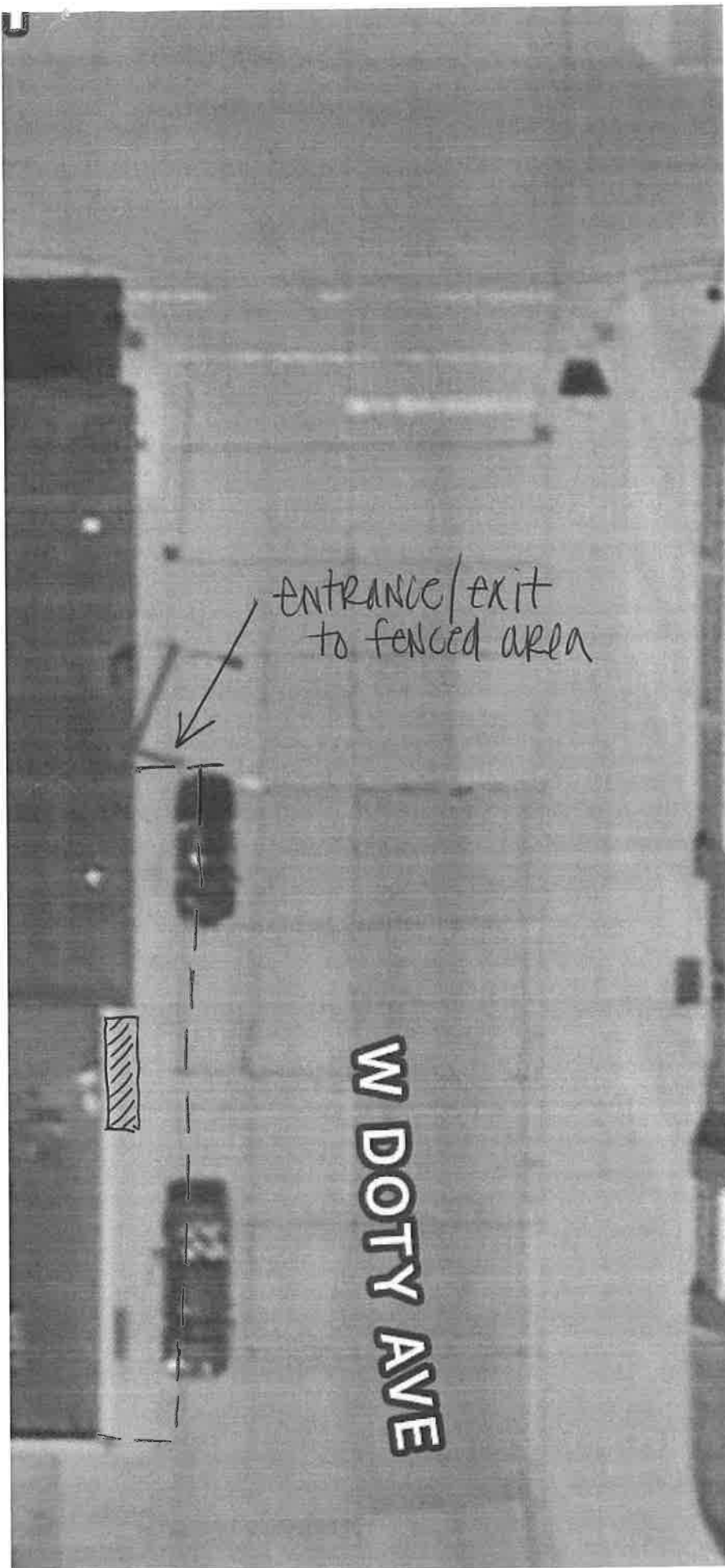
I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.

*Brian Duncan*  
 \_\_\_\_\_  
 Signature of Sole Proprietor, Partner or Agent

GRAINWORKS Old + New

Sept. 7th, 2024

★ would like to set up  
fence evening of  
Sept. 6th (if possible)



Key:

----- = fenced area  
with tents\*

▨ = check out area  
for allocated  
bottles only  
(for event purposes  
only -  
all store purchases  
inside)

\* Small tents lined up  
in case of rain &  
to further secure  
area



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[www.ci.neenah.wi.us](http://www.ci.neenah.wi.us)

For Office Use Only		Code: LL
Cost: \$10/day up to 3 days	Receipt No:	
Paid:	Date filed:	Deadline:
Map included:	25 days prior to event	

### Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): <b>Matthew Nelson</b>	Contact Phone #: <b>920-851-7429</b>
Corporation or LLC Name: (if applicable) <b>Fire-Lite, Inc.</b>	Business/Trade Name: <b>Fire-Lite</b>
Business Address: <b>1171 Gillingham Rd, Neenah, WI, 54956</b>	

### Section 2: Event Information

Name of Event:  
**Saving Paws Fundraiser**

List Dates & Times (include a.m. or p.m.): *Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.*  
**September 14th 11am - 10pm**

### Section 3: Extension of Premise

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.  
Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.

Sidewalk at the \_\_\_\_\_ of premise
  Parking lot at the **South Side** of premise.

Street of the \_\_\_\_\_ of premise
  Parking lot at the \_\_\_\_\_ of premise.

Other: **Lawn space on the west side of premise**

Check all that apply for the area(s) on the premise where the event will take place.

I own
  I will obtain a special event permit (see information sheet for details)

I lease
  I have permission from a special event organization

### Section 4: Other:

Describe proposed change(s): *Include a map on the reverse side of this application*  
**Temporary fencing to block off section of parking lot and lawn space behind building. Please see attached map**

### Section 5: Acknowledgement and Signature

**APPLICANTS FILING AFTER THE DEADLINE:**  
I am filing this application after the filing deadline established for the date(s) of the event for which the permit is being sought, and therefore:

I affirm my understanding that any decision made by the Council is final and not subject to appeal; and
  I understand that there is a possibility that my permit may not be approved due to the untimely filing of my application.

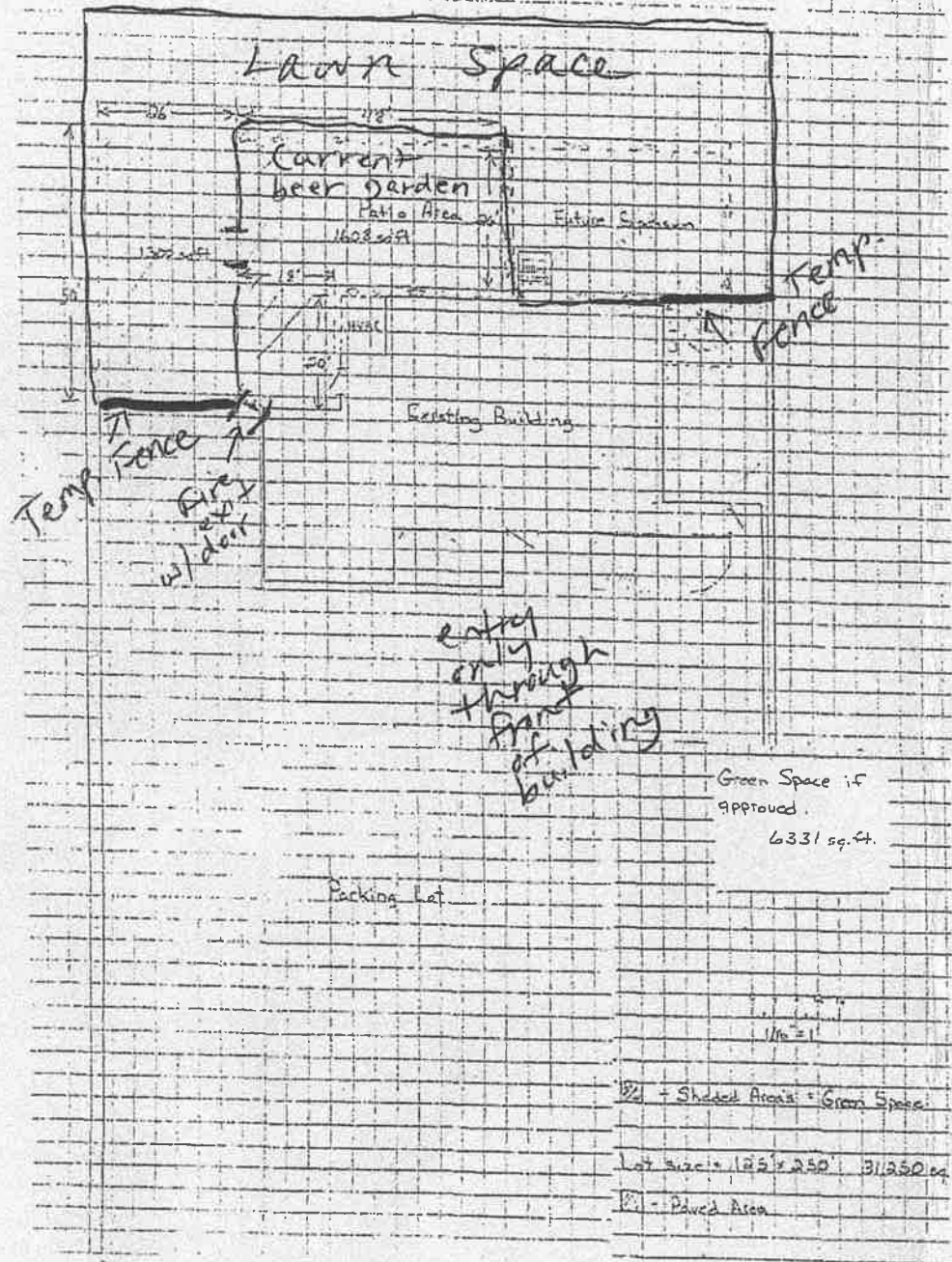
**ALL APPLICANTS:**

I understand that the filing of an application does not constitute authorization to hold any event, the event for which the permit is sought cannot be held unless a valid Temporary Extension of Licensed Premise Permit has been issued, and that the permit cannot be issued unless and until the fee has been paid and the application approved.

I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.

  
 \_\_\_\_\_  
 Signature of Sole Proprietor, Partner or Agent

# Fire Lite





# TEMPORARY EXTENSION OF LICENSED PREMISES APPLICATION

Office of the City Clerk, 211 Walnut Street, Neenah, WI 54956

(920)886-6110

[clerk@neenahwi.gov](mailto:clerk@neenahwi.gov)

[www.ci.neenah.wi.us](http://www.ci.neenah.wi.us)

For Office Use Only		Code: LL
Cost: \$10/day up to 3 days	Receipt No:	63097
Paid: \$30	Date filed: 8/15/24	Deadline:
Map included: Yes	25 days prior to event	

## Section 1: License Information

Licensee (Name of Sole Proprietor, All Partners or Agent of Corporation or LLC): <b>Lions Tail Brewing Co. LLC</b>	Contact Phone # <b>920 427-7009</b>
Corporation or LLC Name: (if applicable) <b>Same</b>	Business/Trade Name: <b>Same</b>
Business Address: <b>116 S. Commercial St. Neenah, WI 54956</b>	

## Section 2: Event Information

Name of Event: <b>Oktoberfest 2024</b>
List Dates & Times (include a.m. or p.m.): <i>Dates MUST be consecutive. If not, separate applications must be filed. Cannot exceed (3) days.</i> <b>Fri 9/20/24 15:00-22:30 Sat 9/21/24 12:00-22:30 Sun 9/22 15:00-9:00</b>

## Section 3: Extension of Premise

Check all areas you wish to extend and indicate the relationship of each area to the licensed premise.  
Example: Parking lot at north side of the premise. The area MUST be contiguous to the current licensed premise.

Sidewalk at the \_\_\_\_\_ of premise  
 Street of the \_\_\_\_\_ of premise  
 Other: \_\_\_\_\_

Parking lot at the **Southwest** of premise.  
 Parking lot at the \_\_\_\_\_ of premise.

**(Same setup as every year)**

Check all that apply for the area(s) on the premise where the event will take place.

I own  
 I lease  
 I will obtain a special event permit (see information sheet for details)  
 I have permission from a special event organization

## Section 4: Other:

Describe proposed change(s): *Include a map on the reverse side of this application*  
**Boundary around the grounds. Porto restrooms with wash sink. Limited access to all patrons into single exit/entrance off Doty St. (see map)**

## Section 5: Acknowledgement and Signature

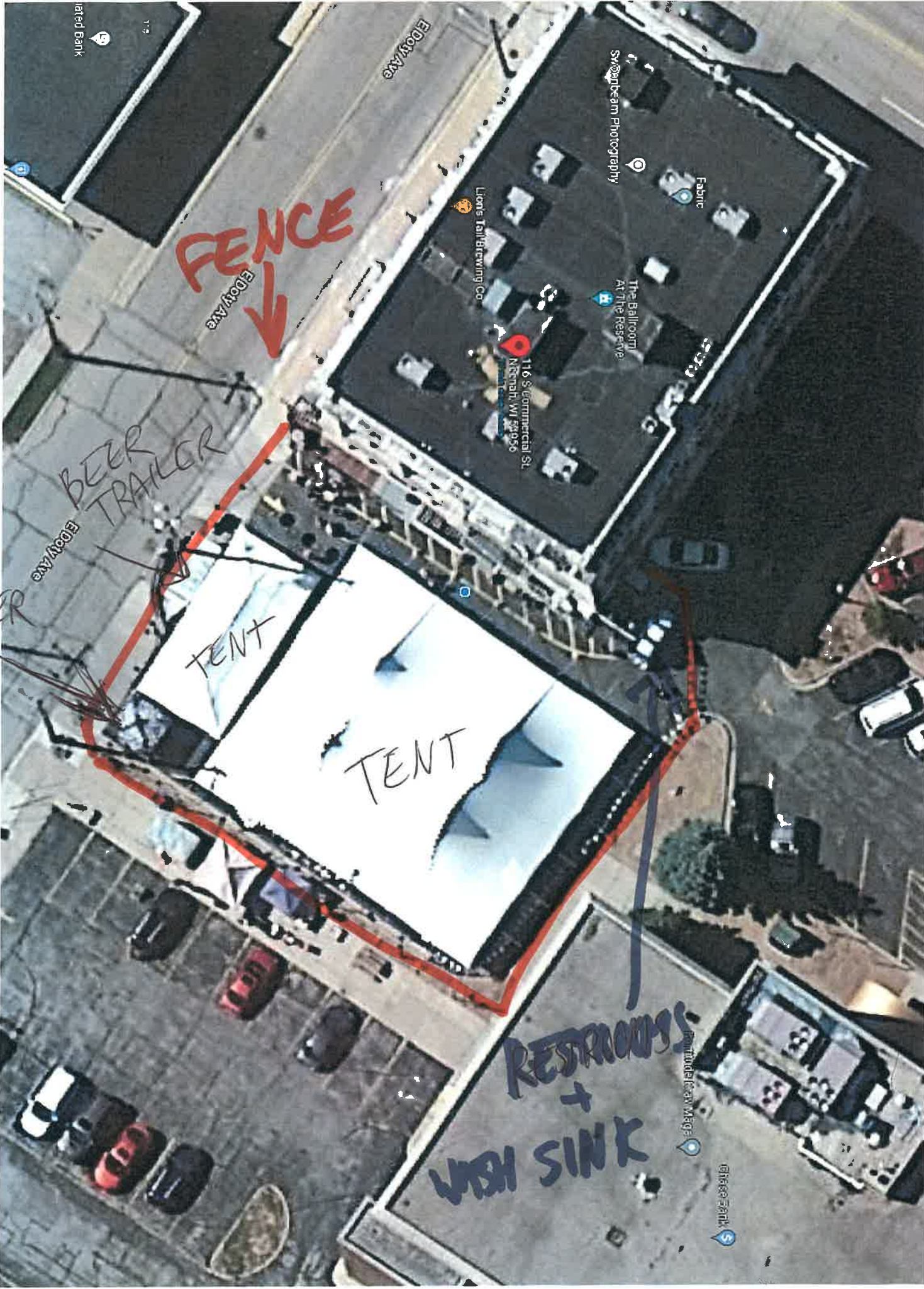
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**ALL APPLICANTS:**

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 I understand the permit must be posted in a conspicuous place next to your retail license for the duration of the event.

  
\_\_\_\_\_  
Signature of Sole Proprietor, Partner or Agent



United Bank

1-2

Edgely Ave

Swanbeam Photography

Fabric

Lion's Tail Brewing Co

The Ballroom  
At The Reserve

116 S Commercial St  
Niles, WI 53150

FENCE

BEER TRAILER

TENT

TENT

RESTROOMS + WASH SINK

Portland Beer Mags

United Bank

Edgely Ave

ENTER