

CITY OF NEENAH
PUBLIC SERVICES AND SAFETY COMMITTEE MEETING MINUTES
Tuesday, May 30, 2023, 6:30 PM

Present: Alderpersons Borchardt, Hillstrom, Lendrum, and Weber

Excused: Alderperson Stevenson

Also Present: Mayor Lang, City Attorney Rashid, Asst. Police Chief Bernice, Public Works Director Kaiser, City Clerk Nagel, Public Works Office Manager Mroczkowski, Tom McHugh, Sara Hanneman, Eric Glassco, and Rich Van Sistine

Public Appearances:

Tom McHugh, PO Box 54, Greenville WI – spoke regarding the possible assessment for the 2-Inch asphalt mat and sidewalk in Homes for Freedom Acres. He stated that he sold the houses assuming that the developer's escrow would be paying for the first layer of asphalt and sidewalks. He stated that he was not aware that the property owner could be assessed for the balance of the not if escrowed funds were not enough. He stated that this is unprecedented that escrows do not cover the full cost.

Approval of Minutes of the Meeting of May 9, 2023

Motion/Second/Carried by Hillstrom/Borchardt to approve the minutes of the Meeting of May 9, 2023. All voting aye.

Proposed Special Event Ordinance 2023-09 & Proposed Special Event Temporary Outdoor Refreshment Area (TDORA) Ordinance 2023-08

City Attorney Raschid stated that the proposed amendment to Municipal Code Chapter 14, Streets, Sidewalks, and Other Public Places, adds Article V, Special Event Permit. He stated this provides clarity as to what city resources are being used and the cost for the use of those resources. He stated that Chapter 4, Businesses, adds Section 4-108, Special Event Temporary Designated Outdoor Refreshment Area (TDORA). City Attorney Raschid stated that event organizers were wanting to be able to allow event attendees to have open alcohol on the sidewalk and street in the closed off events sections of Wisconsin Avenue and this amendment will do this.

Ms. Hanneman, representing Future Neenah Inc., stated that all drinks that will be sold and taken out of the establishments will have an identifying sticker to show that they were bought at a licensed establishment and served by a licensed bartender and that all proper measures were taken to verify ID.

Alderperson Hillstrom asked how the area for the TDORA was decided on. Ms. Hanneman stated that it was set using the Business Improvement District (BID) boundaries.

Assistant Police Chief Bernice stated that the Police Department supports this initiative.

Aldersperson Hillstrom stated that he has concerns that we are always doing things for the downtown businesses and hopes this will not take away from businesses outside the BID. He stated that he would like to have this reviewed in one year.

Report

Following Discussion: Motion/Second/Carried by Borchardt/Weber to recommend Council approve Special Event Ordinance 2023-09 & Proposed Special Event Temporary Outdoor Refreshment Area (TDORA) Ordinance 2023-08. All voting aye.

Annual Liquor License Renewals

City Clerk Nagel stated that these are the annual renewals that are due to expire on June 30th. She stated that the only change to the list is Applebee's not renewing.

Report

Following Discussion: Motion/Second/Carried by Borchardt/Hillstrom to recommend Council the 2023-2024 liquor license renewal applications. All voting aye.

Special Event Applications

Future Neenah Summer Kick Off Concert

City Clerk Nagel stated that Future Neenah did request the DORA for this event. She stated that the footprint is the same as previous years. She stated that with the DORA there is an application fee to be paid yet and also having each participating establishment submitting a temporary extension of licensed premises application.

C.A.

Following Discussion: Motion/Second/Carried by Borchardt/Weber to recommend Council approve the Street Use Permit for the Summer Kick Off Concert, sponsored by Future Neenah, 135 W Wisconsin Avenue, to be held on June 14, 2023, from 6:00 PM to 8:00 PM. All voting aye.

St. Gabriel Eucharistic Procession

C.A.

Following Discussion: Motion/Second/Carried by Borchardt/Hillstrom to recommend Council approve the Street Use Permit for the St. Gabriel Eucharistic Procession, sponsored by St. Gabriel Catholic Church, 900 Geiger Street, to be held on June 11, 2023, from 11:00 AM to 11:30 AM. All voting aye.

Community Fest

C.A.

Following Discussion: Motion/Second/Carried by Hillstrom/Borchardt to recommend Council approve the Street Use Permit for Community Fest sponsored by City of Neenah Parks & Recreation, 211 Walnut Street, Neenah to be held on July 3, 2023, from 7:00 AM to 10:00 PM and July 4, 2023, from 7:00 AM to 10:30 PM. All voting aye.

Future Neenah Boogie Downtown

City Clerk Nagel stated that Future Neenah did request the DORA for this event. She stated that the footprint is the same as previous years. She stated that with the DORA there is an application fee to be paid yet and also having each participating establishment submitting a temporary extension of licensed premises application.

C.A.

Following Discussion: Motion/Second/Carried by Borchardt/Weber to recommend Council approve the Street Use Permit for Boogie Downtown Concert, sponsored by Future Neenah, 135 W Wisconsin Avenue, to be held on August 23, 2023, from 6:00 PM to 9:00 PM. All voting aye.

Freedom Acres, Homes at Freedom Acres: Two Inch Mat Cost Follow Up

Director Kaiser reviewed his memo of May 25, 2023. He stated that the escrowed funds for these developments are very specific to what the funding can be used for. He stated that the escrowed funds for the sidewalk and two-inch asphalt mat cannot be pooled together to cover the cost of the shortfall of \$56,938 between these two developments.

Director Kaiser stated that there is language in each development that covers the possibility of assessing the property owners if the escrowed funds are insufficient to cover the installation costs.

Director Kaiser stated that there are sufficient funds to move forward with the sidewalk installation this year and that he will be submitting a change order to the Board of Public Works to do that.

Aldersperson Weber asked staff to verify if the 8-year installment plan could be used for the assessments.

Rich Van Sistine, 1436 Freedom Ct – stated that this situation has not come up before and asked if there are city funds available to help cover the shortfall that it be considered.

Aldersperson Borchardt asked staff to see if there is a way to split the two-inch asphalt mat shortfall between the developer and the city.

Director Kaiser stated that he will look into that option and present it at the next meeting. He stated that he will proceed with the sidewalk installation.

Announcements/Future Agenda Items

None

Adjournment: Motion/Second/Carried Hillstrom/Stevenson to adjourn at 6:03 PM.
All voting aye.

Respectfully submitted,



Lisa Mroczkowski
Public Works Office Manager