



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Safety and Licensing Committee

Wednesday, February 28, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership
4. Approval of minutes from previous meeting
[24-0225](#) Safety & Licensing Committee Minutes from 02/14/2024

Attachments: [S & L Minutes 2-14-2024.pdf](#)

5. Public Hearing/Appealances

6. Action Items

- [24-0174](#) Class "B" Beer and "Class B" Liquor application for SG Petroleum LLC, d/b/a Friends & Neighbors, Suyash Goel, Agent, located at 148 S Walter Avenue, contingent upon approval from the Finance, Health and Inspections departments.

Attachments: [SG Petroleum LLC.pdf](#)

- [24-0178](#) Class "A" Beer and "Class A" Liquor License application for Indianhead Oil Co LLC d/b/a Circle K #2746526, Brad Larson, Agent, located at 1935 E Calumet St, contingent upon approval from the Community Development, Finance, Health and Inspections departments.

Attachments: [Indianhead Oil Co- DBA Circle K.pdf](#)

[24-0198](#) Temporary Class "B" Beer and "Class B" Wine License application for Trout Museum of Art, Christina Turner, Person in Charge, located at, 111 W College Ave, for Art at the Park event on July 27, 2024 and July 28, 2024, contingent upon approval from Health department.

Attachments: [Trout Museum.pdf](#)

7. Information Items

[24-0224](#) Public Safety Ordinance Changes

Attachments: [Camera ordinance informational.pdf](#)

[24-0226](#) Directors Report

1. City Clerk
2. Police Chief
3. Fire Chief

8. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes - Final Safety and Licensing Committee

Wednesday, February 14, 2024

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

This meeting was called to order by Vice Chair Schultz at 5:30 p.m.

2. Pledge of Allegiance

3. Roll call of membership

Ald. Croatt appeared virtually.

Present: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

4. Approval of minutes from previous meeting

[24-0089](#)

Safety & Licensing Committee Minutes from 01/10/2024

Attachments: [S&L Minutes 01-10-24.pdf](#)

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

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

5. **Public Hearing/Appearances**

[24-0147](#)

Demerit Point Violation Appearance for McGuinness Irish Pub - Matthew Miller, Agent

Attachments: [Demerit Point Notification Letter -McGuinness 2024.pdf](#)

Mr. Miller was in attendance and addressed the committee.

6. **Action Items**

[24-0145](#)

Proposed Modifications to the Special Event Policy

Attachments: [S&L Memo- Special Event Policy Updates.pdf](#)
[Special Event Policy - 2024 Edits- Formatted.pdf](#)

Siebers moved, seconded by Wolff, that the Proposed Modifications to the Special Event Policy be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

Balance of the action items on the agenda.

Wolff moved, Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

[24-0086](#)

Class "B" Beer / "Class C" Wine license application for Apple Valley Pancake House Inc, Memedali Useini, Agent, located at 1216 W Wisconsin Avenue, contingent upon approval from the Health and Inspection departments

Attachments: [Apple Valley Pancake House.pdf](#)

This Report Action Item was recommended for approval

[24-0091](#)

Class "B" Beer / "Class C" Wine license application for Ototo LLC d/b/a Ototo Ramen, Lee Lor, Agent, located at 205 N Richmond St, contingent upon approval from the Health and Inspection departments

Attachments: [Ototo LLC.pdf](#)
[Ototo Ramen-SUP 2-21_Transfer_Report.pdf](#)

This Report Action Item was recommended for approval.

[24-0107](#)

Class "A"- Beer/ "Class A"- Liquor License Change of Agent application for Walgreens # 12693, New Agent, Andrew S. Krueger, located at 836 E. John St.

Attachments: [Walgreens Change of Agent.pdf](#)

This Report Action Item was recommended for approval.

[24-0173](#) Class "A"- Beer/ "Class A"- Liquor License Change of Agent application for Ultimate Mart LLC d/b/a, Pick N Save # 123, New Agent, Timothy Smith, located at N4459 Nelson Rd, Princeton, WI

Attachments: [Pick-N-Save-Change-of-Agent.pdf](#)

This Report Action Item was recommended for approval.

[24-0094](#) 2024 Secondhand Article License renewal applications, contingent upon approval from all departments.

Attachments: [Secondhand Article Renewal-2-14-24.pdf](#)

This Report Action Item was recommended for approval.

[24-0119](#) Temporary Class "B" Beer and "Class B" Wine License application for Fox Cities Chamber Foundation, Rebecca Bartoszek, Person in Charge, located at, 125 N. Superior St, for Appleton's Oktoberfest event on September 28, 2024.

Attachments: [Fox Cities Chamber Foundation Temp B Application 2024.pdf](#)

This Report Action Item was recommended for approval.

[24-0153](#) Temporary Class "B" Beer and "Class B" Wine License application for Celebration Lutheran School, Laura Ambroso, Person in Charge, located at, 3100 E Evergreen Dr, for Celebration Gala 2024 event on April 19, 2024

This Report Action Item was recommended for approval.

7. Information Items

[24-0056](#) Police Department Forensic Evidence Specialist Memo

Attachments: [Lead FES_.pdf](#)
[Lead Forensic Evidence Specialist.pdf](#)
[Lead FES Request.pdf](#)

[24-0057](#)

Directors Report

1. City Clerk
 - Spring Primary Election Information
2. Police Chief
 - Staffing Study
3. Fire Chief
 - Grant Updates
 - Fall Hiring Process

8. Adjournment

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

Aye: 5 - Croatt, Schultz, Siebers, Van Zeeland and Wolff

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	Appleton
License Period	23-24

License(s) Requested

- Class "A" Beer \$ _____
- Class "B" Beer \$ 100.00
- "Class C" Wine \$ _____
- Reserve "Class B" Liquor \$10,500
- "Class A" Liquor \$ _____
- "Class B" Liquor \$ _____
- "Class A" Liquor (Cider Only) \$ 0
- "Class B" (Wine Only) Winery \$ _____

License Fees	\$ 10,600.00
Publication Fee	\$ 60.00
Background Check	\$ 7.00
Total Fees	\$ 10,667.00

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <u>301 Petroleumus LLC</u>		
2. Trade Name or DBA <u>Friends and Neighbors</u>		
3. Premises Address <u>148 S. Walter Avenue, Appleton, WI, 54915</u>		
4. County <u>Outagamie</u>	5. Municipality	6. Aldermanic District
7. Mailing Address (if different from premises address) <u>28 2811 E. Newberry St. Appleton, WI, 54915</u>		
8. FEIN <u>[REDACTED]</u>	9. Wisconsin Seller's Permit Number <u>456-102881933-02</u>	
10. Premises Phone <u>[REDACTED]</u>	11. Premises Email <u>[REDACTED]</u>	
12. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe 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 in this application. Attach additional sheets if necessary. <u>Alcohol beverages will be sold and stored behind the bar and in the liquor cabinets. Liquor cabinets and coolers will only be accessed by the owners and bar employees and vendors.</u>		

Part B: Questions


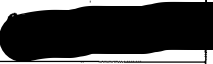
- 1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate..... Yes No
- 2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)?..... Yes No
If yes, please explain using the space below. Attach additional sheets if necessary.

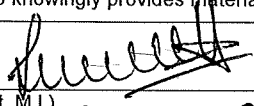
Part C: For Corporate/LLC Applicants Only		
1. State of Registration Wisconsin	2. Date of Registration August 2015	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name of Parent Company	FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name	Agent's First Name	Phone

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
GOEL	SUDHANSH	Member	
GOEL	SUYASH	Member	

Part E: Attestation		
Who must sign this application? <ul style="list-style-type: none"> • sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC 		
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>		
Signature 	Date 2/2/2024	
Name (Last, First, M.I.) GOEL, SUYASH		
Title Member	Email sqpetro27@gmail.com	Phone 832-465-3018

Part F: For Clerk Use Only		
Date application was filed with clerk 2.7.2024	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		



City of Appleton Alcohol License Questionnaire

1. Name of Applicant: SB Petroleum LLC

2. Name of Business: Friends And Neighbors

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
- Tavern/Night Club/Wine Bar
- Microbrewery/Brewpub
- Painting/Craft Studio
- Other (describe) _____

3. Address of Business: 148 S. Walter Ave Appleton, WI, 54915

4. Have you or any member of your organization ever been convicted of a misdemeanor or ordinance violation? Yes _____ No

AND/OR been convicted of a felony? Yes _____ No

If yes to either question, please explain in detail below:

5. List all partners, shareholders or investors of your business. Include full name, middle initial and date of birth. Please use additional sheets if necessary.

SUDHANSH	P.	GOEL	07-27-1988
First name	M.I.	Last name	Date of Birth
SUYASH		GOEL	
First name	M.I.	Last name	Date of Birth
			/ /
First name	M.I.	Last name	Date of Birth
			/ /
First name	M.I.	Last name	Date of Birth

6. Name of person/corporation you are buying the premise and equipment from?

Name: Michael Mattson
First name Middle Initial Last name

Address: Appleton WI, 54915
City State ZIP

7. What was the previous name and primary nature of the business operating at this location?

Name: Neighbors Friends & Neighbours.

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
 Tavern/Night Club/Wine Bar
 Microbrewery/Brewpub
 Painting/Craft Studio
 Other (describe) _____

8. Was this premise licensed for alcohol sales/consumption during the past license year?

Yes If yes, please contact the Community and Economic Development Department at 832-6468 about obtaining a copy of an existing Special Use Permit and related requirements that may run with property.

No If no, please contact the Community and Economic Development Department at 832-6468 about obtaining a Special Use Permit. A Special Use Permit may be required for your business activity prior to the issuance of a Liquor License, pursuant to the City of Appleton Zoning Ordinance.

9. If alcohol sales were a previous use in this building, when did the operation cease?

Never months ago.

10. Seating capacity: Inside _____ Outside _____

11. Operating hours (Inside the building): 11 AM - 12 AM

Operating hours (Outdoor seating areas): NO

12. Employees/Staff

Number of floor personnel 4 Number of door checkers NO

13. In general, state the size and operational details of the proposed establishment:

a. Gross floor building area of the premises to be licensed: 2000 square feet.

b. Gross outdoor seating areas of the premises to be licensed: 500 square feet.

c. Below, identify the operational details of the proposed establishment:

The bar will be open from Tuesday through Sunday. The hours of operations will be 11 AM - 12 AM.

[Signature]
Signature

2/2/2024
Date

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 an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village City of Appleton County of Outagamie

The undersigned duly authorized officer/member/manager of SG Petroleum LLC
(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

located at 2811 E. Newberry St. Appleton, WI, 54915
(Trade Name)

appoints SUYASH GOEL
(Name of Appointed Agent)
4401 N. Marshall Heights Ave Appleton, WI, 54913
(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? 9 years

Place of residence last year 4401 N. Marshall Heights Ave Appleton, WI, 54913

For: SG Petroleum LLC
(Name of Corporation / Organization / Limited Liability Company)

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

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, SUYASH GOEL, 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] 2/2/2024 Agent's age [Redacted]
(Signature of Agent) (Date)

4401 N. Marshall Heights Ave Appleton, WI, 54913 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)

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	Appleton
License Period	2023-2024

License(s) Requested

- Class "A" Beer \$ 250 "Class A" Liquor \$ 450
 Class "B" Beer \$ _____ "Class B" Liquor \$ _____
 "Class C" Wine \$ _____ "Class A" Liquor (Cider Only) \$ 0
 Reserve "Class B" Liquor \$ _____ "Class B" (Wine Only) Winery \$ _____

Tobacco License \$100

License Fees	\$ 700
Publication Fee	\$ 60
Background Check	\$ 28
Total Fees	\$ 888

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

Indianhead Oil Co., LLC

2. Trade Name or DBA

Circle K #2746526

3. Premises Address

1935 E Calumet St

4. County

Outagamie

5. Municipality

Appleton

6. Aldermanic District

7. Mailing Address (if different from premises address)

P.O. BOX 347 Columbus, IN 47202

8. FEIN

9. Wisconsin Seller's Permit Number

456-0000432420-04

10. Premises Phone

920-714-3997

11. Premises Email

HolidayLicenses@HolidayCompanies.com

12. Entity Type (check one)

- Sole Proprietor Partnership Limited Liability Company Corporation Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe 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 in this application. Attach additional sheets if necessary.

Sold at POS.


Stored in Backroom. Cold Vault (Walk-In Beer Cave). Fixtures on the Floor.

Wine Wall. Beer Platform. 12' in line liquor. Beer Trough. Liquor behind POS.

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate. Yes No




2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? Yes No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only		
1. State of Registration Wisconsin	2. Date of Registration 09/17/64	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Name of Parent Company Holiday Stationstores, LLC	FEIN of Parent Company 41-0880942	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name Larson	Agent's First Name Brad	Phone 

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.




Last Name	First Name	Title	Phone
Cunnington	Kathleen	President/Treasurer	
Brant	Gary	V.P. of Operations	
Duncan	Melissa	Assistant Secretary	

Part E: Attestation

Who must sign this application?

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 02/09/2024
Name (Last, First, M.I.) Duncan, Melissa, A	
Title Assistant Secretary	Email 
	Phone 

Part F: For Clerk Use Only

Date application was filed with clerk 2.16.2024	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		



City of Appleton

Alcohol License Questionnaire

1. Name of Applicant: Indianhead Oil Co., LLC

2. Name of Business: Circle K #2746526

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
 Tavern/Night Club/Wine Bar
 Microbrewery/Brewpub
 Painting/Craft Studio
 Other (describe) Gas Station/ Convenience Store

3. Address of Business: 1935 E Calumet St

4. Have you or any member of your organization ever been convicted of a misdemeanor or ordinance violation? Yes _____ No X

AND/OR been convicted of a felony? Yes _____ No X

If yes to either question, please explain in detail below:

5. List all partners, shareholders or investors of your business. Include full name, middle initial and date of birth. Please use additional sheets if necessary.

Sole Member	Holiday Stationstores, LLC	100% ownership	/ /	
	First name	M.I.	Last name	Date of Birth
President	Kathleen K. Cunningham			[REDACTED]
	First name	M.I.	Last name	Date of Birth
V.P. of Operations	Gary M. Brant			[REDACTED]
	First name	M.I.	Last name	Date of Birth
Assistant Secretary	Melissa A. Duncan			[REDACTED]
	First name	M.I.	Last name	Date of Birth

6. Name of person/corporation you are buying the premise and equipment from?

Name: _____
First name Middle Initial Last name

Address: _____
City State ZIP

7. What was the previous name and primary nature of the business operating at this location?

Name: N/A

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
 Tavern/Night Club/Wine Bar
 Microbrewery/Brewpub
 Painting/Craft Studio
 Other (describe) _____

8. Was this premise licensed for alcohol sales/consumption during the past license year?

Yes ____ *If yes, please contact the Community and Economic Development Department at 832-6468 about obtaining a copy of an existing Special Use Permit and related requirements that may run with property.*

No *If no, please contact the Community and Economic Development Department at 832-6468 about obtaining a Special Use Permit. A Special Use Permit may be required for your business activity prior to the issuance of a Liquor License, pursuant to the City of Appleton Zoning Ordinance.*

9. If alcohol sales were a previous use in this building, when did the operation cease?

_____ months ago.

10. Seating capacity: Inside 4 Outside N/A

11. Operating hours (Inside the building): 24/7/365

Operating hours (Outdoor seating areas): 24/7/365

12. Employees/Staff

Number of floor personnel 20 Number of door checkers N/A

13. In general, state the size and operational details of the proposed establishment:

a. Gross floor building area of the premises to be licensed: 5200 square feet.

b. Gross outdoor seating areas of the premises to be licensed: N/A square feet.

c. Below, identify the operational details of the proposed establishment:

Gas Station/ Convenience Store



Signature

02/09/2024

Date

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 an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village City of Appleton County of Outagamie

The undersigned duly authorized officer/member/manager of INDIANHEAD OIL CO., LLC
(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 Circle K #2746526
(Trade Name)

located at 1935 E Calumet St Appleton, WI 54915

appoints Brad Larson
(Name of Appointed Agent)

W2505 PEARL ST SEYMOUR, WI 54165
(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).
Indianhead Oil Co., LLC DBA Circle K #2746510 in Ledgeview, WI

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? _____

Place of residence last year _____

For: Indianhead Oil Co., LLC
(Name of Corporation / Organization / Limited Liability Company)

By: Gary Brant Gary Brant, V.P. of Operations
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Brad Larson, 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] 2/16/24
(Signature of Agent) *(Date)*

W2505 PEARL ST SEYMOUR, WI 54165
(Home Address of Agent)

Agent's age [Redacted]
Date of birth [Redacted]

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)*

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 2/13/2024

Town Village City of Appleton

County of Outagamie/Calumet/Winnebago

The named organization applies for: (check appropriate box(es).)

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 07/27/2024 and ending 07/28/2024 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Trout Museum of Art

(b) Address 111 W College Ave Appleton, WI 54911
(Street)

Town Village City

(c) Date organized 1967

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Karen Cain 13 Tilbury Ct Appleton, WI 54913

Vice President Kristi Schroefler N6815 Appletree Ct Greenville, WI 54942

Secretary Beth Zinsli 224 E Circle St Appleton, WI 54911

Treasurer John Brogan 264 W Wisconsin Ave Kaykauna, WI 54130

(g) Name and address of manager or person in charge of affair: Christina Turner 111 W College Ave Appleton, WI 54911

* Date of Birth: [REDACTED] Drivers License #: [REDACTED] 06

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 500 E Franklin St Appleton, WI 54911 - City Park

(b) Lot _____ Block Franklin St, Drew St, North St, Union St, Park Ave

(c) Do premises occupy all or part of building? Pavilion

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Art at the Park

(b) Dates of event 07/27/2024 + 07/28/2024

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] 2/13/24
(Signature / Date)

Trout Museum of Art
(Name of Organization)

Date Filed with Clerk 2.19.2024

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Appleton Police Department

INTEROFFICE MEMORANDUM



Date: February 22, 2024
To: Safety & Licensing Committee Chair Alderperson Croatt
From: Chief Polly Olson
RE: Public Safety Ordinance Changes – Informational Item

The safety of our community members and visitors to Appleton remain our number one priority. We constantly evaluate strategies for addressing safety concerns and opportunities to prevent crime. In the last several months, we have addressed loitering and large after bar crowds gathering at the Kwik Trip on N. Richmond St. with a strategic closure and barricades. We have stepped up our efforts with an increased presence within licensed establishments. We have conducted additional training with our staff to help them increase their awareness of existing tools available for enforcement. With that in mind, we have determined a few additional ways to potentially increase safety in and around our “Class B” establishments.

I recommend the following:

- The creation of a new requirement for all “Class B” establishments to have operable security cameras at customer entrances and exits, and to produce requested footage to law enforcement timely.
- Amending the permissible hours for Food Trucks and Carts in the Central Business District, requiring Food Trucks to end service by midnight rather than the current time of 4am.

Surveillance cameras, in general, play a significant role in enhancing safety in several ways:

Crime Prevention: The presence of surveillance cameras acts as a deterrent to criminal activity such as fights, drug-involved crime, theft, or damage to property. Knowing they are being watched discourages individuals from engaging in inappropriate behavior.

Evidence Gathering: In the event of an incident, surveillance cameras provide crucial evidence for identifying suspects and resolving disputes. This evidence can be invaluable for law enforcement and in legal proceedings.

Monitoring Patron Behavior: Tavern staff can use surveillance cameras to monitor the behavior of patrons, ensuring they adhere to the establishment's rules and regulations. This proactive approach allows staff to intervene quickly if they notice any concerning behavior, preventing potential conflicts from escalating.

Employee Safety: Surveillance cameras not only protect patrons but also ensure the safety of tavern employees. They can help monitor interactions between staff and customers, providing a record in case of any disputes or incidents involving employees.

Remote Monitoring: Modern surveillance systems often allow for remote monitoring, enabling tavern owners or managers to keep an eye on the establishment even when they're not physically present. This capability enhances overall security and allows for quick responses to any emerging issues.

Overall, surveillance cameras contribute to creating a safer and more secure environment for both patrons and staff in taverns by deterring misconduct, providing evidence in case of incidents, and enabling proactive monitoring of behavior. The proposed security camera requirement is specifically directed at entrance and exit points. Nothing in the proposal is intended to discourage tavern owners from exceeding the minimum requirement so that they may provide maximum security and safety to their customers, employees, business, and the public.

There have been numerous incidents where privately owned cameras within licensed establishments have provided critical evidence to major case investigations. The presence of these cameras, in conjunction with the investment the City of Appleton has made in camera equipment, have provided irrefutable evidence in these cases. This critical evidence makes holding those responsible for criminal acts in, and around, our licensed establishments much easier for our investigators. Below are a couple high profile examples where cameras within license premises have been crucial to APD's ability to clear major case investigations.

- On January 3rd, 2021, two individuals were shot while inside of the Brau Haus at 523 W. College Ave. The individual responsible for this act fled immediately after the shooting. Cameras within the Brau Haus captured the entire incident. This became important at trial as the suspect claimed the shooting was in self-defense. Cameras at the door to the establishment provided clear images of the shooter. Having this video footage allowed investigators to track the suspect on City of Appleton cameras to the vehicle that he fled in. The suspect in this incident was from Madison and did not have ties to the Appleton area. This is a challenge that we are more frequently encountering. Having clear video footage in this case played a major role in identifying and convicting this individual. If only City of Appleton traffic camera footage had been available this case would have been exponentially more difficult to prove. We may have been able to identify a suspect vehicle and vague description, however, having clear footage from the establishment allowed us to easily identify the shooter.
- On December 24th, 2023, an individual was shot and killed following a disturbance in the 100 block of S. Walnut St. City of Appleton traffic cameras captured portions of this incident. By utilizing City of Appleton traffic cameras, investigators were able to track the group involved in the disturbance in the downtown area. Ultimately, investigators discovered that the group had been inside of the Brau Haus. Footage from the Brau Haus again provided clear images of the suspect, his clothing, and members of the group that he arrived with. This video was critical to establishing probable cause in this investigation. The individual arrested for this crime was from Racine. While the criminal prosecution of this matter is ongoing and the suspect entitled to the presumption of innocence at until such time he is convicted, without

the camera footage from the Brau Haus this investigation would have been much more challenging.

- On February 18, 2024, patrol officers responded to Grumpy's Pub for a disturbance. While investigating the complaint, officers requested the video footage. The manager was quick to point out known ongoing issues with the equipment causing it to "glitch," resulting in hours of video disappearing. When officers followed up with her on 2/21/24, the manager informed them there was no footage due to the "glitch." The video stopped recording for 14 hours starting on Saturday night into Sunday. This is apparently a common response from this establishment when requests for video are made.

There are many options of camera systems to choose from at different price points. These options also include several web-based companies that would store everything in the cloud, use IP cameras, and are subscription based. One could easily purchase a ring or nest camera for under \$500.

In addition to exploring pricing options for camera systems, the police department reached out to 15 different establishments from all areas of the city to inquire if they had a camera system presently. The businesses that responded all had cameras. Most had cameras positioned to capture the entry and exit points. It's my belief most businesses will have to do very little within their business to comply with this new proposed ordinance.

The recommended ordinance is as follows:

Proposed §9-55 – Security Cameras in "Class B" Licensed Premises

- a. The Common Council recognizes that businesses where alcohol is consumed, as well as their patrons, can become targets of opportunity for theft and unlawful violent activity. By enacting the following requirements, the Common Council seeks to protect public health, safety, and welfare by increasing security for patrons and employees of these businesses through the use of surveillance cameras. Such surveillance will both help deter crime and provide information that can prove vital to investigations for such offenses that do occur.
- b. Requirements. All "Class B" licensed establishments within the City of Appleton shall install a security camera system of a type, number, and placement subject to the following requirements by the Appleton Police Department.
 1. Digital Recording Required. The installed camera(s) must be capable of producing a retrievable video file that can be permanently saved and viewed through non-proprietary devices and means.
 2. Cameras and digital recording equipment shall be maintained in proper working order and active twenty-four (24) hours per day. Cameras must be recording during business hours but may be motion-activated during non-business hours.
 3. Signage Required. Licensed establishments shall post conspicuous signage advising that the property is under camera surveillance.
 4. Minimum Standards. Cameras installed or required under this section shall be subject to periodic inspection by the Appleton Police Department or other appropriate representative of the City of Appleton, to ensure that compliance with the standards set forth in this section are being complied with.

- i. At least one camera shall be posted to record a clear frontal view of each person entering the business through any entrance available for customer or public use. This (these) location(s) shall be subject to review by the Appleton Police Department, who shall also have the authority to require the change of position of any camera in order to achieve compliance with this section.
 - ii. At least one camera shall be posted to clearly record each person exiting the business through any entrance available for customer or public use. This (these) location(s) shall be subject to approval by the Appleton Police Department, who shall also have the authority to require the change of position of any camera in order to achieve compliance with this section.
 - iii. Nothing in this section shall be construed to prevent or otherwise limit the use of additional surveillance beyond the minimum that is required, so long as all requirements of this section are complied with.
- c. Management of Surveillance Recording Materials. Licensed establishments shall maintain, make available and provide surveillance recording materials to the licensing official and Appleton Police Department within eight (8) hours of any request. The establishment shall maintain surveillance recording materials for a period of one (1) month within the recording system before overwriting or destruction. Digital recording materials shall be marked with the accurate time and date in a method that does not interfere with the image being recorded. Proprietary formats must have appropriate player software included with all requested video copies. Copies may be created on CD, DVD, USB drive or any other functional digital media recommended by the manufacturer of the installed equipment.
- d. Any person, partnership or corporation who violates any of the provisions of this ordinance shall be subject to penalties as prescribed in §1-18 of this Municipal Code, in addition to alcohol license suspension, revocation or renewal denial as provided by §9-29 and §9-54 of the Code and by §125.12, Wis. Stats. A separate offense shall be deemed committed on each day of which a violation occurs or continues.
- e. Any violation of this section not otherwise specifically provided for in Sec. 9-54 shall be considered a "Refusal to cooperate with Fire Chief, Police Chief or designees," for the purposes of calculating Demerit points.
- f. Effective Date. The requirements of this section shall become effective and fully enforceable six (6) months after passage and publication.
- g. Severability. If any portion of this section is deemed invalid or unconstitutional by a court of competent jurisdiction or administrative agency with proper authority, such decision shall not affect the validity of the remaining portions of this section.

The next section addresses the additional penalties:

Sec. 9-54. Demerit point system.

(a) There is hereby established a point system for the purpose of guiding the Safety and Licensing Committee in the suspension or revocation of alcoholic beverage licenses. The number of demerit points is assigned according to the type of violation. This system is intended to identify habitually troublesome liquor licensees who repeatedly violate state statutes and/or City of Appleton ordinances and to take consistent action against such licensees.

(b) There is hereby assigned the following demerit points for each type of violation:

<u>TYPES OF VIOLATIONS</u>	<u>DEMERIT POINTS</u> (per violation)
Refusal to cooperate with Fire Chief, Police Chief or designees	100
Failure to post adequate signage regarding presence of required cameras	50

In addition to the proposed camera ordinance, we support a modification to the ordinance amending the permissible hours for Food Trucks in the Central Business District.

Two common denominators to many of the acts of violent crime in the downtown area are the time of day and the connection to a “chokepoint” or crowd of people. A strategy for reducing the likelihood of a large crowd of people gathering is to eliminate the source for the gathering. For as long as I can remember, the presence of food trucks and/or carts at or around bar closing time have led to many disturbances, some of them violent. It’s easy to point to the most recent example which led to the death of a young man on Christmas Eve, 2023.

We will not tolerate the continued violence associated with our taverns and other licensed establishments. These suggested modifications to the municipal code will reduce crime and provide a safer environment for residents and visitors to the City of Appleton.