



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Tuesday, June 2, 2020

7:30 PM

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **June 2, 2020 at 7:30 PM.**

Due to the current public health emergency, the meeting will be held electronically and the public may attend this meeting electronically or telephonically by accessing either:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

THIS MEETING WILL NOT BE HELD IN PERSON.

This meeting may also be rebroadcast on TV throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call
2. Approval of the minutes of the May 19, 2020 Common Council meeting.
3. Recommendation from the Board of Park Commissioners to Award the Bid for Project 20-18 for the VFW Aquatic Facility to Howard Immel, Inc. in the amount \$6,297,500.
4. Recommendation from the License Committee on Liquor license renewal applications for the licensing period of July 1, 2020 to June 30, 2021.
 - A. Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor Licenses
 - B. Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor Licenses
 - C. Class "B" Fermented Malt Beverage & Reserve "Class B" Intoxicating Liquor Licenses
5. Ordinance #20-05 Amending § 6-3 De Pere Municipal Code Regarding Rules of Order. (Second Reading)
6. Resolution #20-59 Ratifying Mayoral Proclamations Issued from May 16, 2020 to May 29, 2020.
7. Review and Possible Action on Plan for Re-opening of City Facilities and Programs
8. Consideration and possible action on a request of the City Clerk to purchase an additional ballot tabulator for elections.
9. Appointments and reappointments to Boards and Commissions by Mayor Boyd.
10. Operator license applications.

11. Voucher approval.
12. Future agenda items.
13. Resolution #20-58 (A) or (B) Awarding Official City Newspaper Contract. (This Resolution and Staff Report will be Provided at the Council Meeting)

PLEASE TAKE NOTICE THAT, pursuant to Wis. Stats. §19.85(1)(g), the Council may convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The Council may then reconvene in open session to take action on any item that may have been discussed in closed session or for such other purposes as are allowed by law.

14. Adjournment.

Lawrence M. Delo
City Administrator

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Kathleen Schmaltz
Pradip Patel
Dale Dombroski
Roshankumar Patel
Gail Koslovsky
Tye Hartwell
Troy Metzler
Gregory Cornell
Jacob Vieau
Kerry Counard
Thomas Nick
Anthony Ocsuz
Paul Bakken



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Approval of the minutes of the May 19, 2020 Common Council meeting.

ATTACHMENTS:

- 5-19-20 Common Council Minutes (PDF)



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, May 19, 2020

7:30 PM

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
Dan Carpenter	Alderman	Present	
Mike Eserkaln	Alderman	Present	
Jonathon Hansen	Alderman	Present	
Amy Chandik Kunding	Alderman	Present	
Shana Defnet Ledvina	Alderman	Present	
Casey Nelson	Alderman	Present	
Dean Raasch	Alderman	Present	
Kelly Ruh	Alderman	Present	
James Boyd	Mayor	Present	

2. Approval of the minutes of the May 5, 2020 Common Council meeting.

RESULT: APPROVED [UNANIMOUS]
MOVER: Dean Raasch, Alderman
SECONDER: Casey Nelson, Alderman
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

3. Recommendation from the Finance & Personnel Committee to Purchase Nine Hand Held Thermal Image Cameras for the Fire Department.

RESULT: APPROVED [UNANIMOUS]
MOVER: Amy Chandik Kunding, Alderman
SECONDER: Kelly Ruh, Alderman
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

4. Recommendation from Finance & Personnel Committee to accept donation of 30 gallons of hand sanitizer from De Pere High School Students.

RESULT: ACCEPTED [UNANIMOUS]

MOVER: Amy Chandik Kunding, Alderman
SECONDER: Dan Carpenter, Alderman
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

5. Recommendation from Finance & Personnel Committee to Accept \$1,200 Donation from Gerald Grunewald Memorial Fund.

Attachment: 5-19-20 Common Council Minutes (9623 : Approval of the minutes of the May 19, 2020 Common Council meeting.)

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

6. Recommendation from Personnel/Finance Committee to Suspend 2019 Monetary Pay for Performance Awards (Payable in 2020.)

In response to Council members' questions, City Administrator Larry Delo explained that this proposal relates to 2019 performance that would typically be awarded in 2020. The intent is to reestablish the entire program for 2020 performance payable in 2021. This change would affect all employees not covered by a collective bargaining agreement.

RESULT:	APPROVED [7 TO 1]
MOVER:	Amy Chandik Kundinger, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Kundinger, Ledvina, Nelson, Raasch, Ruh
NAYS:	Jonathon Hansen

7. Recommendation from the Board of Public Works to approve award of Contract 20-08 Manhole Repair and Rehabilitation to Great Lakes TV Seal, Inc. in the amount of \$20,974.00

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

8. Recommendation from the Board of Public Works to approve award of Contract 20-13 Crackfilling and Seal Coating to Asphalt Seal & Repair, Inc. in the amount of \$158,029.50

Alderperson Kundinger inquired if these annual maintenance costs are similar to last year's. Public Works Director Scott Thoresen replied that the crack filling costs are similar, and the manhole repair costs are a little less.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

9. Recommendation from the Board of Public Works to approve awarding Contract 20-16 City Hall Generator to Northern Electric, Inc. in the amount of \$127,485.00.

Alderperson Nelson asked for details on the solar panel and battery back-up options. Public Works Director Scott Thoresen stated that he does not have those costs in front of him, but that they were not feasible options.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

10. Renewal applications for the licensing period of July 1, 2020 to June 30, 2021.

A. Class "A" Fermented Malt Beverage Licenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

B. Class "A" Fermented Malt Beverage & "Class "A" Intoxicating Liquor Licenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

C. Class "B" Fermented Malt Beverage Licenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

D. Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor Licenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

E. Class "B" Beer & "Class C" Wine Licenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

F. Class "B" Fermented Malt Beverage & Reserve "Class B" Intoxicating Liquor Licenses

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

11. Ordinance #20-05 Amending § 6-3 De Pere Municipal Code Regarding Rules of Order.

Alderson Raasch explained that the intent of the amendment is to allow as many people as possible a chance to speak during public hearings and public comments. Alderson Hansen stated that while he is sympathetic to the request in terms of the public comment period because citizens can speak on any topic they would like, he has concerns on the time limit for public hearings. Alderson Hansen moved to amend the original motion by striking 'public hearing' and leaving the 'public comment period' only. The motion failed for lack of a second. Alderson Raasch pointed out that the ordinance change does allow for a two-thirds vote to waive the five-minute limit.

RESULT:	SECOND READING REQUIRED [7 TO 1]
MOVER:	Dean Raasch, Alderson
SECONDER:	Dan Carpenter, Alderson
AYES:	Carpenter, Eserkaln, Kundering, Ledvina, Nelson, Raasch, Ruh
NAYS:	Jonathon Hansen

12. Resolution #20-41 Authorizing Donation to De Pere Area Chamber of Commerce for COVID-19 De Pere Business Relief Grant Fund.

Development Services Director Dan Lindstrom summarized the work that staff and the De Pere Chamber of Commerce have done to address Council members' concerns. The Chamber has agreed not to exclude a business that is located in the Main Street district, provided that the grant combination from both organizations cannot exceed \$2,500. Both organizations felt that a \$50,000 fund would be equitable; therefore Definitely De Pere will not revise their original request which was for matching funds only. Dan also provided information to address Alderson Nelson's question about return on investment from the previous meeting. He stated that most studies regarding COVID-19 pandemic response grants are not going to be available for some time; however, studies from the University of Minnesota and Purdue University (based on business retention and expansion programs) indicate that the primary job creators are existing businesses. He noted that these businesses generate between 70-85% of annual job growth in the Midwest, which highlights the need to retain as many businesses within the City as possible. Dan reported that \$280,000 in requests for the pandemic loan program have been approved and signed to date. Staff has not received an application in almost two weeks; however the plan is to keep the program open for the rest of the year.

Alderson Kundering moved, seconded by Alderson Raasch to open the meeting. Upon vote, motion carried unanimously. Amber Thiel, De Pere Chamber of Commerce president, explained that applications will be scored based on a number of factors such as number of employees, business type, and whether they have already received any funding from Definitely De Pere. Decisions will be made by the Chamber's executive committee. She reported that there are 48 Main Street district businesses who have requested a total of \$118,000 from Definitely De Pere. Alderson Raasch moved, seconded by Alderson Carpenter to close the meeting. Upon vote, motion carried unanimously. Alderson Raasch reminded listeners about the City's 0% loan program; Alderson Hansen added that the maximum request for this loan program is \$10,000.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Ledvina, Nelson, Raasch, Ruh
ABSTAIN:	Amy Chandik Kundering

13. Resolution #20-47 Ratifying Mayoral Proclamations Issued from May 1, 2020 Through May 15, 2020.

Alderperson Hansen moved, seconded by Alderperson Nelson to approve the resolution. Alderperson Raasch asked how Resolution 20-43, which gave the mayor the authority to issue proclamations, is still in place after the recent Supreme Court decision. City Attorney Judy Schmidt-Lehman explained that Resolution 20-34 was a declaration of a state of emergency in the City; the resolution states that the emergency remains in effect as determined by local health officials in coordination with the State Division of Health Services. Judy noted that Health Director Deborah Armbruster has determined that we are still in a state of public health emergency.

Alderperson Raasch stated it is his understanding that the state's emergency declaration had ended, and the extension was then struck down as unenforceable. Judy reiterated that Resolution 20-43 is not an order of the Health Department, but rather a declaration by the Council of a state of emergency, and is completely different than the governor's Safer at Home order. The resolution was adopted by the Council under a section of state statute that discusses emergency management, to allow local governments to move more nimbly during a crisis. It allows the mayor to take action via proclamation, which the City Council can then approve, modify, or rescind at its next meeting. Health Director Deborah Armbruster addressed the Council and explained that the Safer at Home order was issued to limit the spread of infection. She also provided information about the status of the pandemic.

Alderpersons Hansen and Nelson rescinded their motion and second so that the proclamations could be taken up separately.

Alderperson Raasch moved, seconded by Alderperson Hansen to approve the 10th mayoral proclamation. Alderperson Raasch then moved, seconded by Alderperson Ruh to amend the proclamation by removing the City Administrator from the event cancellation process. Upon vote, the motion to amend failed with Alderpersons Carpenter, Raasch, and Ruh voting aye.

10th Mayoral Proclamation:

RESULT:	ADOPTED [5-3]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Eserkaln, Hansen, Kundering, Ledvina, Nelson
NAYS:	Carpenter, Raasch, Ruh

11th Mayoral Proclamation:

RESULT:	ADOPTED [5-3]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Eserkaln, Hansen, Kundinger, Ledvina, Nelson
NAYS:	Carpenter, Raasch, Ruh

14. Resolution #20-48 Accepting Elevate Communities Grant from Capital Credit Union.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Amy Chandik Kundinger, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

15. Resolution #20-49 Approving Memorandum of Understanding with the De Pere Professional Firefighter's Association IAFF Local 141 Regarding Light Duty Schedule.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

16. Resolution #20-50 Authorizing Grant of Electric Underground Easement (WD-91, WD-93-3, WD-93-1-A, WD-94 and WD-95-3-A; VFW Park).

Alderperson Carpenter asked if this easement helps the aquatic center project, and also why WPS is not being charged a fee for the easement. Parks Director Marty Kosobucki explained that this project is completely separate and has no impact either way on the aquatic center. Marty stated that WPS already holds an easement in this location for overhead wires; this resolution is just to accommodate underground wires as well.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

17. Resolution #20-51 Approving Professional Services Agreement with Green Bay Metropolitan Sewerage District - NEW Water (Sub-Award for US Forest Service GLRI Grant for Tree Planting) .

In response to a question from Alderperson Hansen, Parks Director Marty Kosobucki explained that Forestry staff will proactively approach homeowners, and that the Board of Park Commissioners decided to use January 1, 2020 as the start date for the program.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Jonathon Hansen, Alderperson
SECONDER: Amy Chandik Kunding, Alderperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

18. Resolution #20-52 Authorizing State/Municipal Project Agreement for Merrill Street Resurfacing.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dean Raasch, Alderperson
SECONDER: Casey Nelson, Alderperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

19. Resolution #20-53 Supporting the Village of Ashwaubenon DNR Grant Application for Bicycle and Pedestrian Improvements on West Main Avenue.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dan Carpenter, Alderperson
SECONDER: Amy Chandik Kunding, Alderperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

20. Resolution #20-54 Authorizing Installment Payment of Sidewalk Repair and Replacement Expenses in Excess of \$1,000 Ordered Under Wis. Stats. § 66.0907.

Alderperson Kunding asked if property owners have an option whether to repair or replace their sidewalks. Public Works Director Scott Thoresen gave a few typical examples, and explained that sometimes it is in the best interest of the property owner to do the repair on their own, while sometimes it is better for the City to do it.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Casey Nelson, Alderperson
SECONDER: Jonathon Hansen, Alderperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

21. Resolution #20-55 Authorizing Agreement for Consulting Services Between the City of De Pere and Water Tower Clean and Coat (Inspection of Merrill Street and Scheuring Road Reservoirs).

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dean Raasch, Alderperson
SECONDER: Dan Carpenter, Alderperson
AYES: Carpenter, Eserkaln, Hansen, Kunding, Ledvina, Nelson, Raasch, Ruh

22. Resolution #20-56 Authorizing Agreement for Contractor Services Between the City of De Pere and Badger Concrete Lifting, LLC (Mudjacking-Curb & Gutter and Sidewalk).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

23. Resolution #20-57 Authorizing Agreement for Contractor Services Between City of De Pere and All-Star Cutting and Coring, LLC (Concrete Grinding Sidewalk-Various Locations).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Amy Chandik Kundinger
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

24. Resolution #20-58 Awarding Official City Newspaper Contract.

RESULT:	TABLED [UNANIMOUS]
	Next: 6/2/2020 7:30 PM
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	Kelly Ruh, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

25. Presentation and discussion on the Mulva Cultural Center project.

Rick Bilotto, owners' representative for the project, and Mike Van Asten, CEO of the Mulva Cultural Center shared renderings of the facility and presented information on the Center's amenities and offerings. They reported that the project is moving into the final design phase this summer. Mr. Bilotto and Mr. Van Asten answered Council members' questions regarding alternative energy sources for the building, plans for free admission, and the timeline for demolition of Notre Dame Middle School.

26. Review and Possible Action on Plan for Re-opening of City Facilities and Programs

City Administrator Larry Delo reported that a team of City staff was assembled to create a draft plan for Council review. He explained that staff did not include a set date for the proposed Phase I reopening due to a lack of guidance from state and federal officials. Health Director Deborah Armbruster provided information and statistics that were used to develop the team's proposals. She stated that the Department of Health Services provided recommendations yesterday advising the continuation of social distancing, wearing masks when able, and limiting gatherings to 10 or less. Debbie reported that at 6 PM tonight, she received a new communication from DHS recommending that youth sports be postponed or cancelled until the benchmarks outlined in the Badger Bounce Back plan are met. Larry stated that staff is trying to follow DHS recommendations, and therefore is no longer recommending small groups of less than 50 as outlined in the draft. Council members were then given the opportunity to express their thoughts on the draft plan as it relates to the Parks Department and youth sports.

Staff answered questions regarding potential liability to the City during reopening, the responsibility of event leaders/facility renters to monitor adherence to social distancing guidelines and/or submit a plan to the City, and COVID transmission potential in children. Discussion followed regarding timelines and benchmarks for the reopening plan. Larry pointed out that staff wants to match reopening dates with Green Bay and Brown County as two of the other large government employers in the area, and that employee concerns about reopening and safe operation must also be considered. Alderperson Raasch moved, seconded by Alderperson Carpenter to open the meeting. Upon vote, motion carried unanimously. The following people spoke in favor of opening City fields to youth sports groups: Jonathan Webb, President of De Pere Baseball; Brian Walters, De Pere resident; Jim Westerman, Vice President of De Pere Rapides Soccer; Tara Czachor, Lawrence resident; Jed Vandenlangenberg, Lawrence resident; Rex Coldagelli, Ledgeview resident; Kevin Norman, De Pere resident; Sarah Deutche, Allouez resident; and Mike Louison, Ledgeview resident. Alderperson Raasch moved, seconded by Alderperson Carpenter to close the meeting. Upon vote, motion carried unanimously.

Mayor Boyd spoke in favor of staff recommendations on the Phase I reopening plan and following the guidance of the City's Health Director.

Alderperson Raasch moved, seconded by Alderperson Carpenter to approve the Phase I reopening plan as it is written currently, with a May 26th opening date. Discussion followed regarding factors that need to be in place before opening, such as hiring of seasonal staff and placement of signage and partitions in City buildings. Larry suggested using the date of June 15 "or when staffing and physical structures are in place".

Alderpersons Raasch and Carpenter agreed to revise their original motion in order to change to the June 15th date with the caveat stated above.

Alderperson Ledvina asked for the Health Director's opinion of the proposed extension to June 15th. Debbie stated that prolonging the opening as much as we can is a good thing, but reiterated the DHS recommendation to postpone until benchmarks are met.

Alderperson Ledvina suggested reviewing the plan again with input from staff at the next Council meeting. Larry confirmed that it can be placed on the June 2nd agenda, and that adjustments to the plan could be made at that time as well.

RESULT:	ADOPTED [5-3]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Ledvina, Raasch, Ruh
NAYS:	Hansen, Kundingner, Nelson

27. Request to approve funding for safety partitions in City Buildings.

Alderperson Raasch asked how this purchase would be funded. City Administrator Larry Delo reported that it would come from unassigned reserves, and that staff is hoping to apply for reimbursement from the CARES Act fund.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundingner, Ledvina, Nelson, Raasch, Ruh

28. Appointments and reappointments to Boards and Commissions by Mayor Boyd.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

29. Operator license applications.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Renewal applications #1-9 and 11. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to table Renewal application #10. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to table Previously Tabled application #1. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve Previously Tabled application #2. Upon vote, motion carried unanimously.

Alderperson Carpenter moved, seconded by Alderperson Ledvina to approve New Operator application #1. Upon vote, motion carried unanimously.

30. Voucher approval.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Carpenter, Eserkaln, Hansen, Kundinger, Ledvina, Nelson, Raasch, Ruh

31. Future agenda items.

Alderperson Ledvina requested that the Phase I reopening plan for City facilities be placed on the next Council agenda for review.

Alderpersons Raasch and Hansen inquired about the possibility of allowing expanded outdoor dining and alcohol service for downtown establishments, to give these businesses additional capacity while social distancing restrictions are in place. The Legal department is already researching this topic.

32. Adjournment.

Alderperson Hansen moved, seconded by Alderperson Nelson to adjourn the meeting at 11:07 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation from the Board of Park Commissioners to Award the Bid for Project 20-18 for the VFW Aquatic Facility to Howard Immel, Inc. in the amount \$6,297,500.

The Board of Park Commissioners, at the May 21, 2018 meeting, approved awarding the contract for project #20-18 for the VFW Aquatic Facility to Howard Immel, Inc. in the amount of \$6,297,500. This amount includes base bid No. 1 in the amount of \$6,249,000 and Alternate Bid No. 2 in the amount of \$48,500. The motion passed unanimously with a 7-0 vote.

On April 30, we worked with our consultant to open bids for the VFW Aquatic Facility. We were very pleased to receive six competitive bids. A summary of the information is included along with a recommendation letter from our consultant.

ATTACHMENTS:

- VFW Aquatic Facility_De Pere_Letter of Recommendation for Award_20-0513 (PDF)

1150 Springhurst Dr., Ste 201
 Green Bay, WI 54304-5947
 920 / 592 9440
 920 / 592 -9445 fax
 www.graef-usa.com



collaborate / formulate / innovate

May 13, 2020

Marty Kosobucki
 Director of Parks, Recreation and Forestry
 City of De Pere
 925 South Sixth Street
 De Pere, Wisconsin 54115-1199

Subject: VFW Park Aquatic Facility
 City of De Pere Project #20-18
 Engineer's Letter of Recommendation for Contract Award

Dear Marty:

Enclosed for your review and approval is a copy of the tabulation of bids for all bidders for the above referenced project. The apparent low bidder for the Project is **Howard Immel, Inc.** We have thoroughly evaluated the bid by the apparent low bidder and have determined them to be responsive and responsible, and that the estimated contract price is considered fair and reasonable. We also understand that they have pre-qualified with the City of De Pere as required.

GRAEF hereby recommends that the City of De Pere award the construction contract for the VFW Park Aquatic Facility, City of De Pere Project #20-18; to **Howard Immel, Inc.** in the amount of **\$6,297,500**. This amount includes Base Bid No. 1 in the amount of \$6,249,000 and Alternate Bid No. 2 in the amount of \$48,500.

If you have any questions, please call us at (920) 592-9440.

Sincerely,

Graef-USA Inc.

Patrick J. Skalecki, P.E., LEED AP
 Principal | Vice President | Green Bay Office Manager



City of De Pere
VFW Park Aquatic Facility
City Project #20-18
Bid Tab Summary
April 30, 2020
1:00 P.M.

<u>Bidder</u>	<u>Base Bid No. 1</u>	<u>Alternate Bid No. 1</u>	<u>Alternate Bid No. 2</u>
Howard Immel, Inc.	\$6,249,000.00	\$0.00	48,500.00
IEI General Contractors, Inc.	\$6,487,000.00	\$0.00	\$42,200.00
Bayland Buildings Inc.	\$6,498,654.00	\$0.00	\$42,564.00
Scherrer Construction Co., Inc.	\$6,599,765.00	\$100,000.00 ADD	\$41,365.00
Miron Construction Co, Inc.	\$6,657,000.00	\$0.00	\$48,930.00
The Boldt Company	\$7,673,000.00	\$0.00	\$51,300.00

APPARENT LOW BIDDER: Howard Immel Inc., General Contractors



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Ann Ledvina

SUBJECT: Recommendation from the License Committee on Liquor license renewal applications for the licensing period of July 1, 2020 to June 30, 2021.

ATTACHMENTS:

- License Renewal List_6-2-20 (PDF)

June 2, 2020 License Committee Meeting

Renewal Applications for Class "A" Fermented Malt Beverage Licenses, "Class A" Liquor Licenses, Class "B" Fermented Malt Beverage Licenses, "Class B" Liquor Licenses, and Reserve "Class B Liquor" Licenses for the licensing period of July 1, 2020 to June 30, 2021.

CLASS "A" BEER & "CLASS A" LIQUOR

1. The Day Spa Ltd (DBA The Day Spa), 600 N 10th St. Submitted by The Day Spa Ltd, Agent: Kathleen F. Schmaltz, Green Bay WI.
2. Ganesh Enterprise Inc (DBA Reid St Mobil), 401 Reid St. Submitted by Ganesh Enterprise Inc, Agent: Pradip A. Patel, De Pere WI.
3. The Wine Cellar II (DBA The Wine Cellar/Craft Beer Spot), 813 Main Av. Submitted by The Wine Cellar II, Agent: Dale M. Dombroski, De Pere WI.
4. Northern Gas LLC (DBA You Pump), 302 N Broadway. Submitted by Northern Gas LLC, Agent: Roshankumar K Patel, Appleton WI.

CLASS "B" BEER & "CLASS B" LIQUOR

1. Alchris LLC (DBA Drift Inn), 1535 N Ashland Av. Submitted by Alchris LLC, Agent: Gail M. Koslovsky, De Pere WI.
2. E Sales Inc (DBA Pasquales), 305 Main Av. Submitted by E Sales Inc, Agent: Tye D. Hartwell, De Pere WI.
3. GSO LLC (DBA Julie's Café/Brickhouse), 500 Grant St. Submitted by GSO LLC, Agent: Troy M. Metzler, De Pere WI.
4. Gregory J. Cornell and Jacob P. Vieau (DBA C&C Pub and Grill), 600 George St. Submitted by Gregory J. Cornell and Jacob P. Vieau, De Pere WI.
5. HC Gemini Inc (DBA The Abbey), 303 Reid St. Submitted by HC Gemini Inc, Agent: Kerry J. Counard, De Pere WI.
6. Nicky's Inc (DBA Nicky's Lionhead Tavern and Grill), 331 Main Av. Submitted by Nicky's Inc, Agent: Thomas M. Nick, Green Bay WI.
7. Proof LLC (DBA Proof), 127 N Broadway. Submitted by Proof LLC, Agent: Anthony J. Ocsuz, Green Bay WI.

CLASS "B" BEER & RESERVE "CLASS B" LIQUOR

1. Birder Studio of Performing Arts (DBA Broadway Theatre), 123 S. Broadway. Submitted by Birder Studio of Performing Arts, Agent: Paul N. Bakken, Sturgeon Bay WI.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Ann Ledvina

SUBJECT: A. Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor Licenses

ATTACHMENTS:

- Class A Beer and Class A Liquor_6-2-20 Renewals (PDF)

**CLASS "A" BEER & "CLASS A" LIQUOR
LICENSE RENEWALS
FOR THE 2020-2021 LICENSING PERIOD**

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07/01/2020 ending: 6/30/2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last) <u>Schmalz</u>	(First) <u>Kathleen</u>	(Middle Name) <u>F</u>	Home Address (Street, City or Post Office, & Zip Code) <u>2111</u>
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>The Day Spa, Ltd</u>	Address of Corporation / Limited Liability Company (if different from licensed premises)
--	--

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>Schmalz</u>	(First) <u>Kathleen</u>	(Middle Name) <u>F</u>	Home Address (Street, City or Post Office, & Zip Code)
-----------------------------------	----------------------------	---------------------------	--

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name <u>Schmalz</u>	(First) <u>Kathleen</u>	(Middle Name) <u>F</u>	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name The Day Spa, Ltd Business Phone Number 920 339 5250
2. Address of Premises 602 N. 10th Str. De Pere WI Post Office & Zip Code 54115

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐

4. 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.)

Main Building - Except for N. & S. Lockers

Applicant's Wisconsin Seller's Permit Number	
FEIN Number <u>39-1740936</u>	
TYPE OF LICENSE REQUESTED	FEE
☒ Class A beer	\$
☐ Class B beer	\$
☐ Class C wine	\$
☒ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>30</u>
TOTAL FEE	\$

Attachment: Class A Beer and Class A Liquor 6-2-20 Renewals (9636 : A. Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) <i>Schmaltz, Kathleen F</i>	Title / Member <i>Owner</i>	Date <i>4/30/2020</i>
Signature <i>Kathleen F. Schmaltz</i>	Phone Number <i>920 339-5250</i>	Email Address <i>Kathy.dayspaescape@gmail.com</i>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <i>5/11/20</i>	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: JUL-1st 2020 ending: JUNE-20-2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of DE PERE.

County of BROWN. Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last) <u>PATEL</u>	(First) <u>PRADIP</u>	(Middle Name) <u>A.</u>	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>GANESH ENTERPRISE INC</u>	Address of Corporation / Limited Liability Company (if different from licensed premises) <u>401 Reed St de Pere, WI 54115</u>
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All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>PATEL</u>	(First) <u>PRADIP</u>	(Middle Name) <u>A.</u>	Home Address (Street, City or Post Office, & Zip Code)
---------------------------------	--------------------------	----------------------------	--

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name <u>PATEL</u>	(First) <u>PRADIP</u>	(Middle Name) <u>A.</u>	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name Reed St Mobil Business Phone Number 920-337-9001
2. Address of Premises 401 Reed St Post Office & Zip Code DE PERE 54115

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐

4. 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.) IN side store

Applicant's Wisconsin Seller's Permit Number <u>456-1029415947-02.</u>	
FEIN Number <u>82-1623518</u>	
TYPE OF LICENSE REQUESTED	FEE
☒ Class A beer	\$
☐ Class B beer	\$
☐ Class C wine	\$
☒ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>30</u>
TOTAL FEE	\$

5. Legal description (omit if street address is given on previous page): Gas Station with Convenience
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) <u>PATEL PRADIP A</u>	Title / Member <u>OWNER</u>	Date <u>05/17/20</u>
Signature 	Phone Number <u>224-558-1333</u>	Email Address <u>mona47575@gmail.com</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/18/20</u>	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: July 2020 ending: June 30th 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last) <u>Dombroski</u>	(First) <u>Dale</u>	(Middle Name) <u>M</u>	Home Address (Street, City or Post Office, & Zip Code) <u>1</u>
Full Name (Last) <u>Dombroski</u>	(First) <u>Lori</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>The Wine Cellar II</u>	Address of Corporation / Limited Liability Company (if different from licensed premises)
--	--

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>Dombroski</u>	(First) <u>Dale</u>	(Middle Name) <u>M.</u>	Home Address (Street, City or Post Office, & Zip Code) <u>15</u>
-------------------------------------	------------------------	----------------------------	---

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name <u>Dombroski</u>	(First) <u>Dale</u>	(Middle Name) <u>M</u>	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name <u>Dombroski</u>	(First) <u>Lori</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name <u>Dombroski</u>	(First) <u>Lori</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name <u>Dombroski</u>	(First) <u>Dale</u>	(Middle Name) <u>M</u>	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Wine Cellar / Craft Beer Spot Business Phone Number 920-336-0811
- Address of Premises 813 Main Ave Post Office & Zip Code De Pere, WI 54425
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- 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.)
813 main Ave (5,400 Sq Ft Box)

Applicant's Wisconsin Seller's Permit Number <u>456-00005734</u>	
FEIN Number <u>6203</u>	
TYPE OF LICENSE REQUESTED	FEE
☒ Class A beer	\$
☐ Class B beer	\$
☐ Class C wine	\$
☒ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>30 - pallet</u>
TOTAL FEE	\$

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) Dombroski, Dale M.	Title / Member President	Date 4-13-20
Signature Dale M Dombroski	Phone Number 920-336-0811	Email Address Info@winecellardepot.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 4/20/20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: _____ ending: _____
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of BROWN Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Patel</u>	<u>Roshankumar</u>	<u>K</u>	<u>1306 S. Oneida St. Appleton WI 54915</u>
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>Northern Cies LLC</u>	<u>1306 S. Oneida St. Appleton WI 54915</u>

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Patel</u>	<u>Roshankumar</u>	<u>K</u>	

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name You Pump Business Phone Number 920 336 4275
- Address of Premises 302 N. Broadway Post Office & Zip Code De Pere 54115
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- 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.)

Walk In Cooler, Back Room on Floor.

Applicant's Wisconsin Seller's Permit Number <u>4561020053101-03</u>	
FEIN Number <u>203835233</u>	
TYPE OF LICENSE REQUESTED	FEE
☒ Class A beer	\$
☐ Class B beer	\$
☐ Class C wine	\$
☒ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>30</u>
TOTAL FEE	\$

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) Patel Roshankumar K	Title / Member Owner	Date 4/28/2020
Signature 	Phone Number 920-284-5464	Email Address youprmp@protonmail.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 5/6/20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Ann Ledvina

SUBJECT: B. Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor Licenses

ATTACHMENTS:

- Class B Beer and Class B Liquor_6-2-20 Renewals (PDF)

**CLASS "B" BEER & "CLASS B" LIQUOR
LICENSE RENEWALS
FOR THE 2020-2021 LICENSING PERIOD**

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: July 1 2020 ending: June 30 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of }
☐ Village of }
☐ City of }

County of BROWN Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>Alchus</u>	<u>1535 N. Ashland Av. De Pere</u>

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Kozlovsky</u>	<u>Gail</u>	<u>M</u>	

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Kozlovsky</u>	<u>GAIL</u>	<u>M</u>	
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Kozlovsky</u>	<u>Robert</u>	<u>A</u>	
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Drift Inn Business Phone Number 920 336 5929
- Address of Premises 1535 N Ashland Av Post Office & Zip Code De Pere WI 54115
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- 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.) Bar-Dinning-Room
att sheet

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☒ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) <i>Dan Kozlowsky</i>	Title / Member <i>owner</i>	Date <i>4/20/20</i>
Signature <i>Dan Kozlowsky</i>	Phone Number <i>920 676 8549</i>	Email Address <i>RK2535@SBC Global.net</i>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <i>4/29/20</i>	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07-01-2020 ending: 6-30-2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>E sales inc</u>	<u>3983 Agatha Christie Ave</u>

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Hartwell</u>	<u>Tye</u>	<u>David</u>	

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Hartwell</u>	<u>Tye</u>	<u>David</u>	
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name Pasquales Business Phone Number 920 336 3330

2. Address of Premises 305 Main Ave De Pere Post Office & Zip Code 54115

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐

4. 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.) First floor, Basement

Patio

Applicant's Wisconsin Seller's Permit Number	
FEIN Number	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☒ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) Hartwell Tye D	Title / Member CEO	Date 5-5-2020
Signature THW	Phone Number 920 817 3220	Email Address tye.h @ goisupply.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 5/8/20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 7/1/20 ending: 6/30/21
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company <u>GSO LLC</u>	Address of Corporation / Limited Liability Company (if different from licensed premises) <u>500 Grant St De Pere, WI 54115</u>
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All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name <u>Metzler</u>	(First) <u>Troy</u>	(Middle Name) <u>Michael</u>	Home Address (Street, City or Post Office, & Zip Code) _____
-----------------------------------	------------------------	---------------------------------	---

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

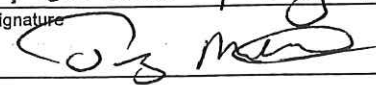
President / Member Last Name <u>Metzler</u>	(First) <u>Troy</u>	(Middle Name) <u>Michael</u>	Home Address (Street, City or Post Office, & Zip Code) _____
Vice President / Member Last Name <u>Metzler</u>	(First) <u>Stephen</u>	(Middle Name) <u>John</u>	Home Address (Street, City or Post Office, & Zip Code) _____
Secretary / Member Last Name _____	(First) _____	(Middle Name) _____	Home Address (Street, City or Post Office, & Zip Code) _____
Treasurer / Member Last Name _____	(First) _____	(Middle Name) _____	Home Address (Street, City or Post Office, & Zip Code) _____
Directors / Managers Last Name _____	(First) _____	(Middle Name) _____	Home Address (Street, City or Post Office, & Zip Code) _____
Directors / Managers Last Name _____	(First) _____	(Middle Name) _____	Home Address (Street, City or Post Office, & Zip Code) _____

C. Business Information

- Trade Name Julie's Cafe/Brickhouse Business Phone Number (920) 338-2337
- Address of Premises 500 Grant St. Post Office & Zip Code De Pere, WI 54115
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- 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.)
Julie's Cafe, Brickhouse, Banquet Room

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) Metzler, Troy M.	Title / Member Pres.	Date 5/19/20
Signature 	Phone Number (920) 612-1650	Email Address troy.metzler@gmail.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 5/19/20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07/01/2020 ending: 06/30/2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of DE PERE

County of BROWN Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☒ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last) <u>CORNELL</u>	(First) <u>GREGORY</u>	(Middle Name) <u>J</u>	Home Address (Street, City or Post Office, & Zip Code) _____
Full Name (Last) <u>VIEAU</u>	(First) <u>JACOB</u>	(Middle Name) <u>PETER</u>	Home Address (Street, City or Post Office, & Zip Code) _____
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
---	--

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
-----------------	---------	---------------	--

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name C & C PUB AND GRILL Business Phone Number (920) 425-4948

2. Address of Premises 600 GEORGE ST Post Office & Zip Code DE PERE 54115

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐

4. 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.) KITCHEN, GARAGE,

BASEMENT, BAR AREA, REAR LOT CAFE

Applicant's Wisconsin Seller's Permit Number <u>456-1023823988-03</u>	
FEIN Number <u>39880382</u>	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☒ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>30.00</u>
TOTAL FEE	\$

Attachment: Class B Beer and Class B Liquor 6-2-20 Renewals (9637 : B. Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☒ Yes ☐ No
REMOVED FENCED SIDEWALK CAFE ON MICHIGAN ST.
AND ADDED REAR LOT CAFE
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
 [phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
 (Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) <u>VIEAU, JACOB P.</u>	Title / Member <u>PARTNER</u>	Date <u>09/30/2020</u>
Signature <u>JACOB VIEAU</u>	Phone Number <u>(920) 362-8270</u>	Email Address <u>jacobvieu@yahoo</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5/4/20</u>	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 7.1.2020 ending: 6.30.2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of DE PERE

County of BROWN Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>HC GEMINI, INC dba THE ABBEY</u>	<u>303 REID ST. DE PERE, WI 54115</u>

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>COUNARD</u>	<u>KERRY</u>	<u>JOHN</u>	<u>7</u>

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>COUNARD</u>	<u>KERRY</u>	<u>JOHN</u>	
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>"</u>			
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>"</u>			
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>"</u>			
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>VAN ARDEN</u>	<u>BRET</u>		
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name THE ABBEY Business Phone Number 920-336-7242

2. Address of Premises 303 REID ST Post Office & Zip Code 54115

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐

4. 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.) RESTAURANT, BAR,

PATIO, BALCONY & SEPARATE BANQUET & PARTY ROOM
FULL KITCHEN SERVICES

Applicant's Wisconsin Seller's Permit Number	
FEIN Number	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☒ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Attachment: Class B Beer and Class B Liquor 6-2-20 Renewals (9637 : B. Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor

5. Legal description (omit if street address is given on previous page): _____

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No

b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No

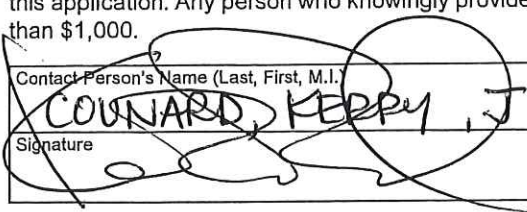
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No

12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) COUNARD, KERRY, J	Title / Member OWNER/MGR	Date 4.1.2020
Signature 	Phone Number 920.336.7242	Email Address abbeybar303@yahoo.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 5/16/20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07/01/2020 ending: 06/30/2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of BROWN Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>Nicky's Inc.</u>	

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Nick</u>	<u>Thomas</u>	<u>M</u>	

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Nick</u>	<u>Thomas</u>	<u>M</u>	
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Nick</u>	<u>John</u>	<u>R</u>	
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Nick</u>	<u>Thomas</u>	<u>M</u>	
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Nick</u>	<u>John</u>	<u>R</u>	
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Olejniczak</u>	<u>Thomas</u>		
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

1. Trade Name Nicky's Lionhead Tavern and Grill Business Phone Number (920) 983-2991

2. Address of Premises 331 Main Ave West De Pere Post Office & Zip Code WI 54115

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐

4. 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.)

Mezzanine closet sidewalk cafe

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) Nick Thomas M.	Title / Member	Date 4/28/20
Signature Thomas M. [Signature]	Phone Number (920) 609-9978	Email Address tnicke@centurytel.net

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 5/1/20	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07 01 2020 ending: 06 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of De Pere

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Oczos</u>	<u>Anthony</u>	<u>Joseph</u>	
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>Proof LLC</u>	<u>127 N. Broadway De Pere WI 54115</u>

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Oczos</u>	<u>Anthony</u>	<u>Joseph</u>	
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Proof Business Phone Number 920 544 6952
- Address of Premises 127 N Broadway De Pere 54115 Post Office & Zip Code 54115
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- 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.) Main floor, basement

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) <i>Ocwis Anthony</i>	Title / Member <i>Owner</i>	Date <i>4/27/2020</i>
Signature <i>[Signature]</i>	Phone Number <i>920 544 6452</i>	Email Address <i>hello@icarushospitality.com</i>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <i>4/30/20</i>	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Ann Ledvina

SUBJECT: C. Class "B" Fermented Malt Beverage & Reserve "Class B"
Intoxicating Liquor Licenses

ATTACHMENTS:

- Class B Beer and Reserve Class B Liquor_6-2-20 Renewals (PDF)

**CLASS "B" BEER & RESERVE "CLASS B"
LIQUOR**

LICENSE RENEWALS

FOR THE 2020-2021 LICENSING PERIOD

Renewal Alcohol Beverage License Application

(Submit to municipal clerk. Read instructions on page 3.)

For the license period beginning: 07 01 2020 ending: 06 30 2021
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of Delfree

County of Brown Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Full Name (Last)	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

B. LLC or Corporation (and Agent):

Full Legal Name of Corporation / Nonprofit Organization / Limited Liability Company	Address of Corporation / Limited Liability Company (if different from licensed premises)
<u>Birder Studio of Performing Arts</u>	<u>801 Heritage Rd #B, Delfree, WI 54615</u>

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent.

Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>BAKKEN</u>	<u>Paul</u>	<u>Norman</u>	

All Officer(s) Director(s) of Corporation and Members / Managers of Limited Liability Company:

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>BAKKEN</u>	<u>Alicia</u>	<u>Birder</u>	
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

C. Business Information

- Trade Name Broadway Theatrical Business Phone Number 920-339-9999
- Address of Premises 123 S. Broadway Delfree WI Post Office & Zip Code 54615
- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes ☒ No ☐
- 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.) Main Lobby Hall

Applicant's Wisconsin Seller's Permit Number <u>456-1027403945-05</u>	
FEIN Number <u>27-1785643</u>	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☒ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$ 30 <i>1526</i>

5. Legal description (omit if street address is given on previous page): _____
6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete page 3** ☐ Yes ☒ No
- b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on page 3.** ☐ Yes ☒ No
7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain** ☐ Yes ☒ No
- _____
- _____
- _____
8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? **If not, explain** ☒ Yes ☐ No
- _____
- _____
- _____
9. Does the applicant understand they must hold a Wisconsin Seller's Permit? ☒ Yes ☐ No
[phone (608) 266-2776]
10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? ☒ Yes ☐ No
11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? ☐ Yes ☒ No
12. Does the applicant owe municipal property taxes, assessments, or other fees? ☐ Yes ☒ No
(Note: Renewal of licenses may be denied pursuant to a local ordinance, if the licensee owes municipal taxes, assessments or other fees).

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

Contact Person's Name (Last, First, M.I.) <i>BARREN, Alicia Birder</i>	Title / Member <i>Assistant Exe. Director</i>	Date <i>05.20.20</i>
Signature <i>Alicia Birder Barren</i>	Phone Number <i>920.619.3303</i>	Email Address <i>alicia.ebirderstudio.org</i>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <i>5/21/20</i>	Date reported to council / board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Ordinance #20-05 Amending § 6-3 De Pere Municipal Code Regarding Rules of Order. (Second Reading)

Second Reading.

ATTACHMENTS:

- Ord20-05-Second Reading (DOCX)
- Mayor & CC-Public Comment Time Limitation5-19-20 (PDF)
- Amending Sec. 6-3 Time limits on public hearing testimony and public comment-redlined (DOCX)

ORDINANCE #20-05

AMENDING § 6-3 DE PERE MUNICIPAL CODE REGARDING
RULES OF ORDER

THE COMMON COUNCIL OF THE CITY OF DE PERE, WISCONSIN, DO ORDAIN AS
FOLLOWS:

SECTION 1. Section 6-3, *Rules of order*, is hereby amended by inserting the following as subsection (f):

“(f) *Time limit on public hearing testimony and public comment.* If the agenda for any public meeting includes a public hearing or a period for public comment, each citizen speaker’s public hearing input or public comment shall be limited to no more than five (5) minutes. The council may agree by a 2/3 vote to waive the time limitations established by the section.”

with the current subsection (f) being re-lettered as (g) and the remaining subsections being re-lettered accordingly.

SECTION 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall take effect on and after its passage and publication.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 2nd day of June, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Publication Date: _____

CITY OF DE PERE MEMO



To: Mayor James Boyd
Common Council Members

From: Kristen Johnson, Assistant City Attorney

Date: May 19, 2020 (meeting date)

RE: Time Limitation on Public Comment

The Law Department has been asked to draft an ordinance limiting citizen comments at public meetings to five (5) minutes.

While the Wisconsin open meetings law grants citizens the right to attend and observe open session meetings of governmental bodies, there is no requirement that citizens be permitted to speak or actively participate in the meetings.¹ If the government body decides to permit public comment, the governing body is free to set restrictions on citizen participation.² Several Wisconsin municipalities have adopted ordinances placing restrictions on citizen participation at public meetings, including limiting the amount of time an individual may speak. Below are sample ordinances from other municipalities.

Attached to this memo is a sample draft ordinance amending De Pere Municipal Code Section 6-1. If the Council wishes to include additional regulations or restrictions, such as those included in the sample ordinances below, those can be added to the draft ordinance.

Madison:

2.30 – Public Hearings.

(1) In conducting a public hearing, the Common Council shall allow all interested parties an opportunity to speak on the subject matter of the hearing before submitting questions to any of the speakers.

(2) Each speaker is limited to five (5) minutes, unless the Common Council agrees by a $\frac{2}{3}$ vote to extend the time, provided, that a speaker who requires an interpreter, either because of his/her limited English proficiency or because of a disability, may speak for ten (10) minutes.

¹ Wisconsin Department of Justice Office of the Attorney General (May 2019), *Wisconsin Open Meetings Law Compliance Guide*.

² *Id.*

(3) At the beginning of the public hearing, the presiding officer shall request all subsequent speakers to remain in the Council Chambers until the conclusion of the public hearing so that they may be available for questioning by the Council members.

City of South Milwaukee:

2.15 Rule 15. Citizens Addressing the Council.

A. A citizen may address the Council under the conditions described in either or both Rule 5(4) and Rule 5(7), provided the following additional conditions are met:

- (1) The citizen gives his/her name and address;
- (2) The comments are directed to the Common Council;
- (3) The citizen's comments relate to the matter under consideration.

B. Time limited. Speakers shall be limited to three minute addresses unless the Council consents, by a majority voted of the members present, to extend the time. At public hearings and informational meetings, the presiding officer may limit the speaking time of any person when he/she judges it necessary to insure that all in attendance who wish to speak will have a reasonable opportunity to do so or otherwise as he/she determines to be appropriate to insure that the hearing is completed in a reasonable time.

C. Other restrictions. If the presiding officer decides that the comments are not relevant or are abusive, the presiding officer may:

- (1) Terminate the citizen's time and order the citizen to refrain from speaking.
- (2) Order the citizen to leave the Council chambers; or
- (3) Take such other steps as may be necessary to ensure the efficient conduct of the Council's business.

If you have any questions, please do not hesitate to contact me directly.

KKJ

J:\Law\Memos\2020\Mayor-CC-Public Comment Time Limitation5-19-20.docx

Sec. 6-3. - Rules of order.

- (a) *Order of business.* The presiding officer shall call a council meeting to order at the appointed time, and the following order of business shall be observed:
 - (1) Reading minutes of previous meeting and amendments, or correction of the same.
 - (2) Committee recommendation.
 - (3) Reports of special committees and action thereon.
 - (4) Presentation and consideration of resolutions or ordinances.
 - (5) Presentation of petitions, memorials, etc., and their consideration.
 - (6) Unfinished, new and miscellaneous business.
- (b) *Introduction of business.* All resolutions shall be in writing and submitted at least 24 hours before the meeting unless such requirement is suspended by a three-fourths vote of the council and, when seconded and stated from the chair, shall be open for consideration. Every member present when the vote is taken shall vote thereon, unless excused, or unless he or she is interested in the question.
- (c) *Presiding officer to preserve order.* The presiding officer shall preserve order and decorum and decide on questions of order subject to an appeal.
- (d) *Motion to adjourn.* A motion to adjourn shall always be in order and shall have precedence over all others and be decided without debate.
- (e) *Debate.* Every member, previous to speaking, shall rise and address the chair. No member shall speak more than 15 minutes at a time on any question, and only speak twice, unless to explain or by permission of the council.
- (f) *Time limit on public hearing testimony and public comment.* If the agenda for any public meeting includes a public hearing or a period for public comment, each citizen speaker's public hearing input or public comment shall be limited to no more than five (5) minutes. The council may agree by a 2/3 vote to waive the time limitations established by the section.
- (gf) *Addressing council.* No person not a member shall address the council except by permission. The director of public works and the city attorney shall have the right and obligation to address the council at any time when any subject is being discussed under their jurisdiction so that the council shall be properly advised on the same. Any councilmember or the mayor shall have the right to question any public official of the city who is present at a council meeting without suspension of the rules.
- (hg) *Second reading and vote.* All ordinances except those ordinances requiring a two-thirds or three-fourths majority vote, which are not adopted by unanimous vote of those councilmembers present at a quorum meeting, shall be held over for a second reading at the next regular council meeting or at a specially held council meeting, and shall not be adopted until such ordinances have received, at least, a majority vote at such second reading.
- (ih) *Motion to reconsider.* A motion to reconsider any vote may lie over to the next meeting, unless a motion to lay it on the table is made and carried.
- (ji) *Vote at special meetings.* No vote of the council shall be reconsidered or rescinded at a special meeting, unless at such special meeting there be present as large a number of councilmembers as were present when such vote was taken.
- (kj) *Mayor not to vote.* The mayor shall not have the power to vote on questions presented to the council except, when a vote by the council results in a tie, the mayor may cast a deciding vote on the

question immediately, except on those questions where two-thirds or three-fourths majority vote of the council is required.

- (lk) *Robert's Rules of Order, Newly Revised.* The rules of parliamentary practice comprised in "Robert's Rules of Order, Newly Revised," shall govern the council in all cases in which they are applicable and in which they are not inconsistent with state laws and rules contained in this chapter.
- (mt) *Amendment of rules.* These rules may be amended or altered, or new rules adopted by a majority of all the members elected at any meeting of the council on the report of a committee to which the subject has been referred at a previous meeting.
- (n#) *Suspension of rules.* A vote of a majority of the members of the council present will suspend its procedural rules and grant citizens the right and permission to address the council.

Sec. 6-3. - Rules of order.

- (a) *Order of business.* The presiding officer shall call a council meeting to order at the appointed time, and the following order of business shall be observed:
 - (1) Reading minutes of previous meeting and amendments, or correction of the same.
 - (2) Committee recommendation.
 - (3) Reports of special committees and action thereon.
 - (4) Presentation and consideration of resolutions or ordinances.
 - (5) Presentation of petitions, memorials, etc., and their consideration.
 - (6) Unfinished, new and miscellaneous business.
- (b) *Introduction of business.* All resolutions shall be in writing and submitted at least 24 hours before the meeting unless such requirement is suspended by a three-fourths vote of the council and, when seconded and stated from the chair, shall be open for consideration. Every member present when the vote is taken shall vote thereon, unless excused, or unless he or she is interested in the question.
- (c) *Presiding officer to preserve order.* The presiding officer shall preserve order and decorum and decide on questions of order subject to an appeal.
- (d) *Motion to adjourn.* A motion to adjourn shall always be in order and shall have precedence over all others and be decided without debate.
- (e) *Debate.* Every member, previous to speaking, shall rise and address the chair. No member shall speak more than 15 minutes at a time on any question, and only speak twice, unless to explain or by permission of the council.
- (f) *Time limit on public hearing testimony and public comment.* If the agenda for any public meeting includes a public hearing or a period for public comment, each citizen speaker's public hearing input or public comment shall be limited to no more than five (5) minutes. The council may agree by a 2/3 vote to waive the time limitations established by the section.
- (g) *Addressing council.* No person not a member shall address the council except by permission. The director of public works and the city attorney shall have the right and obligation to address the council at any time when any subject is being discussed under their jurisdiction so that the council shall be properly advised on the same. Any councilmember or the mayor shall have the right to question any public official of the city who is present at a council meeting without suspension of the rules.
- (h) *Second reading and vote.* All ordinances except those ordinances requiring a two-thirds or three-fourths majority vote, which are not adopted by unanimous vote of those councilmembers present at a quorum meeting, shall be held over for a second reading at the next regular council meeting or at a specially held council meeting, and shall not be adopted until such ordinances have received, at least, a majority vote at such second reading.
- (i) *Motion to reconsider.* A motion to reconsider any vote may lie over to the next meeting, unless a motion to lay it on the table is made and carried.
- (j) *Vote at special meetings.* No vote of the council shall be reconsidered or rescinded at a special meeting, unless at such special meeting there be present as large a number of councilmembers as were present when such vote was taken.
- (k) *Mayor not to vote.* The mayor shall not have the power to vote on questions presented to the council except, when a vote by the council results in a tie, the mayor may cast a deciding vote on the question immediately, except on those questions where two-thirds or three-fourths majority vote of the council is required.

- (lk) *Robert's Rules of Order, Newly Revised.* The rules of parliamentary practice comprised in "Robert's Rules of Order, Newly Revised," shall govern the council in all cases in which they are applicable and in which they are not inconsistent with state laws and rules contained in this chapter.
- (ml) *Amendment of rules.* These rules may be amended or altered, or new rules adopted by a majority of all the members elected at any meeting of the council on the report of a committee to which the subject has been referred at a previous meeting.
- (nm) *Suspension of rules.* A vote of a majority of the members of the council present will suspend its procedural rules and grant citizens the right and permission to address the council.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Resolution #20-59 Ratifying Mayoral Proclamations Issued from May 16, 2020 to May 29, 2020.

ATTACHMENTS:

- Reso20-59 (DOCX)
- 12th mayoral proclamation (PDF)

RESOLUTION #20-59
RATIFYING MAYORAL PROCLAMATIONS ISSUED
FROM MAY 16, 2020 THROUGH MAY 29, 2020

WHEREAS, on March 12, 2020, Governor Evers declared a health emergency in the State of Wisconsin in response to the COVID-19 Coronavirus (“COVID-19”); and

WHEREAS, on March 17, 2020, the Common Council of the City of De Pere adopted Resolution #20-34 declaring a state of emergency in the City of De Pere; and

WHEREAS, the emergency power granted to the governing body by Wis. Stat. §323.14(4)(a) includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency; and

WHEREAS, if, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, Resolution #20-34 and Wis. Stat. §323.14(4)(b) grants the Mayor, or in the absence of the Mayor, the Council President, the authority to act by proclamation under Wis. Stats. §323.11 and §323.14(4)(a); and

WHEREAS, any proclamation of the Mayor issued under the authority of Resolution #20-34 and Wis. Stat. §323.14(4)(b) shall be subject to ratification, alteration, modification, or repeal by the Common Council as soon as the Common Council can meet; and

WHEREAS, on April 8, 2020, the Common Council of the City of De Pere ratified eight (8) Mayoral Proclamations issued between March 18, 2020 and April 3, 2020; and

Resolution #20-59

Page 2 of 2

WHEREAS, on May 5, 2020 the Common Council ratified the Ninth Mayoral issued on April 28, 2020; and

WHEREAS, on May 19, 2020, the Common Council of the City of De Pere ratified two (2) Mayoral Proclamations issued between May 1, 2020 and May 15, 2020 and; and

WHEREAS, one (1) additional proclamation was issued between May 16, 2020 and May 29, 2020.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Twelfth Proclamation of the Mayor, dated May 22, 2020, creating Section 7-14 of the De Pere Municipal Code pertaining to Temporary Expansion of Licensed Premises, a copy of which is attached hereto and incorporated herein by reference, is hereby confirmed and ratified by the Common Council of the City of De Pere.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 2nd day of June, 2020.

APPROVED:

James G. Boyd, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Attachment: Reso20-59 (9639 : Resolution #20-59 Ratifying Mayoral Proclamations from May 16, 2020 to May 29, 2020.)

CITY OF DE PERE
TWELFTH MAYORAL PROCLAMATION
MAY 22, 2020

WHEREAS, on March 17, 2020, the Common Council of the City of De Pere adopted Resolution #20-34 declaring a state of emergency in the City of De Pere as a result of COVID-19; and

WHEREAS, the emergency power granted to the governing body by Wis. Stat. §323.14(4)(a) includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency; and

WHEREAS, if, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, Resolution #20-34 and Wis. Stat. §323.14(4)(b) grants the Mayor, or in the absence of the Mayor, the Council President, the authority to act under Wis. Stats. §323.11 and §323.14(4)(a); and

WHEREAS, many public health authorities are recommending physical distancing in order to prevent exposure to and spread of COVID-19; and

WHEREAS, the Common Council recognizes that restaurants, bars and taverns within the City of De Pere may have particular difficulty providing recommended physical distancing and operating profitably within the confines of their buildings and may wish to provide additional or alternative seating outdoors; and

WHEREAS, the Common Council wishes to provide temporary relief to restaurants, bars and taverns by providing those businesses an opportunity to utilize available outdoor space

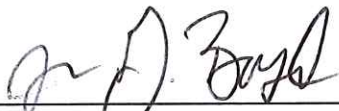
including property owned by the licensee, sidewalks adjacent to the licensed premises, and other approved outdoor space during this limited period to maximize their service area; and

WHEREAS, the current process authorized by the De Pere Municipal Code to expand a licensed premises can be time consuming.

NOW, THEREFORE, THE MAYOR DOES HEREBY PROCLAIM THAT:

1. Section 7-14 of the De Pere Municipal Code is hereby created as attached and shall be repealed no later than October 1, 2020.
2. Any ordinance, resolution, or City policy in conflict with the above proclamation shall be superseded by this proclamation.
3. The above proclamations shall remain in effect until the Declaration of Emergency is no longer in effect, or until ratified, altered, modified, or repealed by the Common Council at the next meeting.

PROCLAIMED this 22nd day of May, 2020.



James G. Boyd, Mayor

Sec. 7-14. – Temporary expansion of licensed premises.

- (a) *Temporary expansion of premises description.* The City Clerk is hereby authorized and directed to issue alcohol beverage licenses temporarily expanding the premises description for establishments holding an alcohol beverage license to include outdoor areas owned by or under control of the licensee, sidewalk areas immediately adjacent to the licensed premises, and any other outdoor area approved by the Police Department and the Development Services Department. .
- (b) *Application.* A licensee holding a Class B liquor license shall submit a separate application for Temporary Expansion of Licensed Premises to the City Clerk. The application shall include all of the following:
 - (1) A description of the area to be included in the temporary expansion. The expanded area is subject to the requirements of Wis. Stat. Chapter 125 and all city ordinances adopted pursuant to the authority of Wis. Stat. § 125.10.
 - (2) Proof that the licensee has the right to occupy the area described. If the property is owned by the City, the licensee must obtain a sidewalk café permit under Sec. 106-6(b).
 - (3) A detailed plan of how physical distancing will be maintained.
 - (4) A security plan indicating how the area will be monitored
- (c) *Return to original premises description.* Any premises description expanded under this section shall be removed no later than October 1, 2020, at which time the licensed premises shall return to the premises description listed on the original liquor license application.
- (d) *Appeal.* Any determination made by the City Clerk under this section is subject to the procedures of Sec. 106-2(g).
- (e) *Possession of intoxicants on expanded premises.* Individuals may consume intoxicating liquor or fermented malt beverages on any premises authorized under this section.
- (f) *Conflicting sections.* Any ordinance in conflict with this section shall be superseded by this section.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Review and Possible Action on Plan for Re-opening of City Facilities and Programs

ATTACHMENTS:

- Reopening Initial Phas memo 05-19-20 (PDF)
- De Pere Reopening Plans - Phase 1 DRAFT 5-14-20 (PDF)
- Green Bay Phase I Reopening the Workplace (PDF)
- Green Bay Parks COVID-19 Reopening Plan (PDF)
- Re-Opening Plan - Village of Howard 5.20.2020 v.2 (PDF)
- Suamico Parks and Recreation Re-Opening Plan - updated (PDF)

CITY OF DE PERE MEMO



To: Mayor and City Council

From: Reopening City Facilities and Programming Team

Date: May 19, 2020

RE: Reopening City Facilities and Programming

The City Administration established a team consisting of employees from all of the City's facilities to discuss and develop some guidelines for our staff to utilize to initiate the reopening of City facilities and programming for the community. The attached table provides the current status of facilities and programming and also provides an "Initial Phase" summarized recommendation on how the City can start the process of reopening facilities and programming.

The team sought extensive input from each department head via a detailed questionnaire and additional input from all City staff via a survey to identify options and safe practices for the Initial Phase of reopening. Staff also reviewed plans other communities have considered or implemented throughout the country and reviewed guidance from the CDC and the State Health Department.

As you may be aware, there is currently no concise guidance from either the federal or state level and no consistency throughout the State of Wisconsin on how communities should mitigate the spread of COVID-19. Essentially, we are left on our own as a community to determine how to best deal with this pandemic. Therefore, the proposed plan provided for your consideration is based on a review of all of the information and sources previously mentioned in this memo and this team's ideas on how to best protect the community and our staff while providing a gradual reopening of facilities and programming. Team members will be available to answer questions.



REOPENING PLAN PHASE 1

Overview

Effective: May 26, 2020

The table below provides a general guide for City staff and the community for the Initial Phase Plans of Reopening facilities and City programs owned and/or managed by the City of De Pere. Each facility has a separate plan with regards to appropriate personal protective equipment (PPE) and cleaning routines to ensure the facility is reopened as safely as possible with appropriate risk mitigation measures in place.

In addition, the City recognizes the use of face coverings and the processes utilized to conduct public meetings impacts numerous facilities and therefore, are discussed separately below outside of the guidelines identified in the table.

REQUIRED Face Masks and Face Coverings: A face mask or face covering shall be worn by all citizens entering the City Hall Complex, Police Department, Community Center, Municipal Services Center, Fire Station 1 and Fire Station 2. Infants and citizens with medical conditions that prevent them from wearing a mask or face covering are not required to wear a mask or face covering. If a citizen is unable to wear a face mask or face covering due to a medical condition, instructions on how to meet with and/or discuss issues with City staff without a face mask or face covering will be posted at the entrance of each of the before mentioned City facilities. In addition, face masks or face coverings are encouraged for all citizens participating in outdoor programs or events located at all other enclosed and open air City facilities and properties.

Public Meeting Attendance: All municipal City Council, Committee, Commission and Board meetings will be conducted virtually until further notice. The public can participate by following the instructions and links for either phone or internet service participation provided on the agenda segment of the City's Website at www.deperewi.gov.

Facility	Current	Phase 1 Plan
City Hall	- Closed to Public - Remote Services	- Limited Public Access - Utility Billing Open - In-Person Meetings Discouraged but Allowed by Appointment
Fire Stations 1 & 2	Closed to Public	- Closed to Public - In-Person Meetings Discouraged but Allowed by Appointment

Police Station	• Closed to Public	• Limited Public Access in Front Lobby and Conference Room • In-Person Meetings Discouraged but Allowed by Appointment
Municipal Services Center	• Closed to Public • Remote Services • Restricted Public Access for Rubbish Drop Off Site	• Limited Public Access for exterior services • In-Person Meetings Discouraged but Allowed by Appointment • Restricted Public Access for Rubbish Drop Off Site
Boat Launches	• Open with Social Distancing • Events Cancelled	• Open with Social Distancing

Facility	Current	Phase 1 Plan
Outdoor Parks, Trails, Buildings and Recreational Facilities	• Most Open to Public with Bathrooms Closed • Playgrounds Closed • Park Shelters Closed • Field Reservations Cancelled • Programming & Events Cancelled	• Most Open to Public including Bathrooms • Playgrounds Open • Enclosed Park Shelters Open for Small Groups (less than 50) • Open Park Shelters Open for small groups (less than 50) • Field Reservations for private groups of less than 50 • City Managed Programming & Events Limited with social distancing
Legion Pool	• Closed to Public	• Closed to General Public for Open Swim • Limited lap swimming and private swim lessons and rentals

		with groups of less than 50
Indoor Recreational Facilities	• Closed to Public • Programming & Reservations Cancelled	• Programming & Events Limited with social distancing
Community Center	• Closed to Public • Events & Reservations Cancelled	• Programming & Events Limited with social distancing • Limited Room Rentals • In-Person Meetings Discouraged but Allowed by Appointment



CITY OF GREEN BAY

PHASE I REOPENING THE WORKPLACE

June 15, 2020-July 6, 2020*

*Timeframe subject to change based on
local public health recommendations

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SOCIAL DISTANCING

Departments should develop social distancing plans to maintain 6-foot social distancing. Three key factors for consideration include the following: 1) Physical workspace modifications, 2) Limiting in-person interactions and physical contact, and 3) Employee scheduling and remote working.

Physical Workspace Modifications

Department Heads should determine what, if any, modifications need to be made, such as

- Separating desks and workstations;
- Staggering the work schedules of employees to ensure social distancing and making only certain workstations available each day.
- Closing or modifying common/conference rooms and break rooms;
- Modifying high-touch surfaces, such as leaving doors open to reduce touches;
- Displaying markings on floors or signs reminding customers and employees to maintain social distancing in areas where people congregate;
 - a. to avoid touching surfaces unnecessarily;
 - b. to wash your hands with soap and water for 20 seconds on a regular basis;
 - c. to wear a face covering where social distancing is not possible or unlikely to be effective
- Installing cough guards/plexiglass at front counters
- Hand sanitizer, soap, and disinfecting wipes should be made available.

Building Access & Meeting with the Public:

- City Hall will remain closed to the public.
- Public access starting July 6th may be permitted by appointment only;
- The Department being visited shall meet the party at the building entry door, accompany them to the office, and again accompany them to the exit door after the appointment.
- Any visitors are required to wear a mask and maintain the 6-foot social distancing requirements.
- The City will supply masks to any visitor that does not have one.

Limiting in-person interactions and physical contact

Which includes:

- One person in an elevator at a time.
- One person in a restroom at a time.
- Holding fewer in-person meetings and using increased conference calls or video conferences;
- Limiting the size of in-person gatherings/social events (e.g., less than five people);

- Instructing employees not to use other employees' workspaces or equipment;
- Establishing ongoing restrictions regarding travel, including vendor/client meetings and events, or for meetings/conferences;
- Setting staggered or spaced meal schedules.
- Setting staggered times to receive and drop off the mail in the mailroom.
- Travel outside of the City will only be permitted to perform your required job duties. Travel outside of the City for training/conferences/meetings is not permitted until further notice.

EMPLOYEE SCHEDULING AND REMOTE WORKING

Departments should consider ways of reducing the number of employees present at the workplace. Possible options include staggered shifts, flexible work schedules, off hour/weekend shifts, and/or continued telework.

Remote working is encouraged if the work allows it and sufficient equipment is available. Departments should consider impacts on management, communication, and staffing as certain operations are on site while other employees (or entire teams) continue to telework.

ORDERING COVID-19 RELATED SUPPLIES

Any Department requesting cleaning supplies (cleaner, rags, gloves, hand sanitizer/sanitation stations) should submit those requests to Park Superintendent, Andy Krzewina.

Any Department requesting COVID-19 related supplies (cough guards or six foot medallions or signs) should submit a request to the Purchasing Manager, Calvin Winters.

COMMITTEE AND BOARD MEETINGS

Starting June 15th, Committee members and Board Members may attend meetings in person in the Council Chambers. The Committees and Boards will continue to be held via videoconference/teleconference to allow the public access.

Common Council meetings will continue to be held via teleconference.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

All employees are required to wear a mask when entering and while in the common areas of the workplace. The City has provided all departments and employees with masks. If any employee does not have a mask, please contact Human Resources and a mask will be issued to you. Departments should consider whether they will need PPE. Key considerations include the following:

- All employees are required to wear a mask when entering and while in the common areas of the workplace.
- Whether gloves are necessary for any areas/duties (i.e., taking/giving money to customers). It is recommended that you wash your hands and/or use hand sanitizer over wearing gloves. Also, avoid touching your eyes, nose, and mouth.

- Whether additional PPE, if any, is required for employees in higher-risk positions.

CLEANING AND DISINFECTING

- The City has supplied cleaning and disinfecting supplies to each department throughout City Hall. Please contact Park Maintenance if you need additional supplies in the manner described in the Social Distancing Section.
- Departments are responsible for cleaning/disinfecting their own work areas, common areas, and meeting/conference rooms areas after each use.
- Departments should have routine cleaning of frequently touched surfaces which include: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.
- Wear disposable gloves to clean and disinfect.
- Follow the instructions on the cleaning supplies to ensure safe and effective use of the product. Many products recommend:
 - Keeping surface wet for a period of time (see product label)
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.
- Custodial staff will continue to clean common areas and high trafficked areas.
- City owned vehicles shall be cleaned/disinfected after each use by the individual user.
- Departments can contact the Park Maintenance to develop a checklist of high touch and common use areas that will be disinfected at a higher frequency utilizing CDC guidelines.

Reference: <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

When at Home

- Launder items according to manufacturer's instructions. Use the warmest appropriate water setting and dry items completely. Wear disposable gloves when you're handling the laundry of someone who is sick.
- Dirty laundry from a person who is sick can be washed with other people's items.
- Don't shake dirty laundry.
- Clean and disinfect clothes hampers.
- Remove gloves and wash your hands right away.

Reference: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html>

PROCEDURE IF A COVID-19 POSITIVE EMPLOYEE HAS BEEN AT WORK

The City will communicate with the staff of the impacted building and close/disinfect the area used by the COVID-19 positive staff member. Confidentiality of the impacted employee must be maintained. The Human Resources Department will conduct an investigation to determine the impact of the diagnosed employee's contact with City employees and ask employees to quarantine if necessary. Employees who had close contact with the COVID-19 positive staff member may be asked to go home. In addition, employees who may have had a low risk exposure to an individual who tested

positive for COVID-19 can continue to come to work. The employee will be asked to monitor his/her symptoms for 14 days after the last potential exposure.

Employees diagnosed with COVID-19 will be asked to follow the recommendations provided by a health care provider before returning to work. Typically, an employee diagnosed with COVID-19 will be allowed to discontinue isolation if: (1) at least three (3) days have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and, at least 10 days have passed since the symptoms first appeared.

HOW SHOULD I RECORD MY TIMESHEET?

Generally	Employees are to follow City of Green Bay Personnel Policies, including Chapter 23, Section 2 Families First Coronavirus Response Act for Emergency Paid Sick Leave (EPSLA) and Emergency Family and Medical Leave Expansion Act (EFMLEA)).
	Reason
Regular time	You are performing your normal duties from home or in the office
EPSLA – Specific pay code will be put on your time card if you qualify.	Criteria outlined in policy. Please contact your supervisor and Human Resources if you think you are eligible.
EFMLEA - Specific pay code will be put on your time card if you qualify.	Criteria outlined in policy- Please contact your supervisor and Human Resources if you think you are eligible.
Personal, Vacation, Compensatory Time; Time off Without Pay, or Sick Leave	Used for all non-COVID-19 related work absences. See the City of Green Bay Personnel Policies for guidance.
If you have questions on what pay code you should use, please contact HR Generalist, Sarah Fidler at sarah.fidler@greenbaywi.gov	

WHEN DO I NEED TO SELF - MONITOR, QUARANTINE, OR ISOLATE?

All employees shall be screened upon entering the workplace. Employees entering City Hall should enter from the northeast (parking lot) or northwest (Jefferson Street) entrances and follow the signage to receive the temperature check prior to entering any other areas of City Hall. Each employee entering City Hall between the hours of 7:00am and 9:00am will be screened by Occupational Health Nurse, Lori Kroenke, using a touchless forehead thermometer. Employees that report to work before 7:00am should have their temperature screened by Lori, prior to 9:00am. For all other employees entering City Hall after 9:00am, their temperature will be taken by a trained employee designated either by your department or floor.

City facilities other than City Hall will have their own protocol for screening employees.

An employee who has a fever at or above 100 degrees Fahrenheit or who is experiencing coughing or shortness of breath will be sent home, and his/her supervisor will be notified. The employee will be required to contact a doctor or use telemedicine to seek further direction. If the diagnosis is COVID-19, the employee may be eligible for emergency paid sick leave in accordance with City Policy.

An employee sent home can return to work when:

- He or she has had no fever for at least three (3) days without taking medication to reduce the fever during that time: AND
- Any respiratory symptoms (cough and shortness of breath) have improved for at least three (3) days; and
- At least ten (10) days have passed since the symptoms began.

An employee may return to work earlier if a doctor confirms that the cause of an employee's fever or other symptoms is not COVID-19 and releases the employee to return to work in writing.

An employee who experiences fever and/or respiratory symptoms while home should not report to work. Instead, the employee should contact his or her medical provider for further direction and the employee should report the work absence to the supervisor per City policy.

COMMUNICATION TO EMPLOYEES

Departments should develop a safety communication plan for returning employees that:

- Explains safety protocols (what measures the City is taking and what precautions employees should take), and where to report any issues.
- References any benefits the department is making available (plus a potential reminder about the City's employee assistance program).

WHAT WE ARE DOING AT THE CITY TO ENSURE YOUR SAFETY

- Increasing the frequency and intensity of our cleaning/disinfecting and focusing our efforts in high-touch areas, including restrooms, door handles, railings, and water fountains.
- Prohibiting employee sponsored travel until further notice.
- Asking staff who are not feeling well to stay home.

WE ASK THAT EVERYONE

- Wash hands frequently and thoroughly for at least 20 seconds with soap and water. Additional key times to wash hands include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance (e.g. a child).
- Please stay at home if you are sick. The CDC guidelines are here: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

- Contact your health care provider if you develop COVID-19-like symptoms, including fever, cough or difficulty breathing.
- Regarding personal travel, employees are directed to communicate personal travel plans to their supervisor or to human resources.

NEXT STEPS

Phase 1 is tentatively set for June 15, 2020 through July 6, 2020. The intent is to allow the public to enter City Hall on July 6 by appointment only. The City will continue to monitor the COVID-19 situation and will make a determination to extend Phase 1 or move onto other guidelines based on the recommendations from local public health officers.

2020 City of Green Bay Green Bay Parks COVID-19 Reopening Plan

Safety for all employees and park patrons is our number one priority as we begin discussing the reopening of the parks through this COVID-19 crisis. Please note that all of these suggested timelines are tentative dates. Factors to take into account as these dates get closer is whether or not there is a surge of new documented COVID-19 cases in Brown County along with the ability to secure enough seasonal staff, safety supplies and cleaning supplies.

Approximately 1 week prior to the anticipated opening of an amenity, we will issue a press release and update the City's website with information. Our operations and reopening plan will follow CDC, WEDC guidelines and recommendations from the Brown County Health Department. Each division is in the process of completing a comprehensive phased reopening plan. These plans are very comprehensive, complex and well thought out.

Although the Parks Department will do as much as we can to reduce the potential for transmitting the virus, we cannot stop the spread of COVID-19 by ourselves. Everyone who participates will have to do their part and follow the CDC guidelines.

Anticipated Reopening Dates and Expectations

- Currently all trails, tennis courts, disc golf, and basketball courts are open.
- Playgrounds: Friday, May 29.
- Joannes Skatepark and Whitney Dog park: Wednesday, June 3.
- City Hall: Employees will transition back on June 15 (staggered schedules/remote work). The current timeframe is to allow the public into City Hall on Monday, July 6th by appointment only. However, that is subject to change based on local public health recommendations.
- Shelter Rentals/Restrooms: Select shelters on Monday, June 15.
- Bay Beach Amusement Park: Soft opening on June 20 & 21, Open full time on Friday, June 26.
- Bay Beach Wildlife Sanctuary: Phased opening with everything open by July 6.
- Pools: We are hoping to open Colburn pool in early July. It unknown at this time if or when the other 2 pools would open.
- Wading Pools/Splash Pads: Approximately the same time as the Colburn pool opening.
- Playground Program: Monday, July 6.
- City Band Concerts: Will begin the week of July 13.
- Youth Leagues: Practices can start on June 15. Games could begin in early July.
- Adult Sports Leagues: Will begin the week of July 13.
- Blue Ribbons and Adult Soccer: Practices will begin on June 15, Games will start on July 1.
- Special Events and Neighborhood Associations: Starting June 26 - Must follow current CDC guidelines unless social distancing can be met or deemed an essential business

Playgrounds, Skatepark and Whitney Dog Park

- The playgrounds will open on Friday, May 29. The Skatepark and Whitney Dog Park will open to the public on Wednesday, June 3.
- Social distancing of 6' is recommended.

- Bubblers/Drinking Fountains – closed until further notice per CDC guidelines

City Hall

- Employees will transition back on June 15 (staggered schedules/remote work). The current timeframe is to allow the public into City Hall on Monday, July 6th by appointment only. However, that is subject to change based on local public health recommendations.

Shelter Rentals/Restrooms

- Select shelters will open on Monday, June 15. We will begin taking registrations next week.
- On the east side we will open the shelters at Preble, Wilder, Astor, Triangle and Kennedy.
- On the west side we will open the shelters at Muir, Murphy, Perkins, and Colburn.
- In the month of June we will limit the number of people to 36 sq ft of space per participant based on the amount of square footage available per shelter.
- Each month we will re-evaluate this process and make the necessary changes.
- The restrooms will only be open for rentals, not for general park use.

Bay Beach Amusement Park

- Bay Beach Amusement Park will have a soft opening on Saturday, June 20 and Sunday, June 21. We will then modify our re-opening plan if necessary and open full time on Friday, June 26.
- Per recommendations by IAAPA and WEDC capacity should be reduced by 50%. This will be accomplished by only keeping the main parking lot open. All other parking lots will be closed. We will staff the parking lot and when the lot is full we will have to turn people away.
- We will go to a wrist band system instead of individual tickets.
- All picnic tables will be removed.
- All shelter rentals for the season will be cancelled. We may re-evaluate this the last ½ of the season.
- Ride queues will be properly marked to ensure proper social distancing.
- All ride cars, seats and restraints will be disinfected between uses.
- Nearly all of the rides will be operating at reduced capacity. We will block off every other seat or row.
- The pavilion restaurant and concession stands will be open. There will be additional precautions put in place to protect the staff and the public. Additional disinfecting will occur and social distancing between the tables will be implemented. We will use all of the same precautions that restaurants use.

Bay Beach Wildlife Sanctuary

- All trails and many of the outdoor animal exhibits opened on May 26.
- Throughout the duration of the COVID-19 stay at home we have only been taking injured animals on a case by case basis. Starting June 15, we will begin accepting all injured animals again.
- Summer youth programs will start on June 22. The maximum number of people at any given time will be 2 staff and 8 children. This will be re-evaluated as the summer progresses.

- The buildings and remaining animal exhibits are scheduled to open on July 6. However, that is subject to change based on the COVID-19 status in Brown County.

Pools

- Colburn pool will open in early July. We are fairly confident that we will not be able to open all three pools due to staff shortages. Our intent is to open Colburn Pool first because of the new renovations. If we are able to open additional pools we would likely open Joannes Aquatic Center next so that we have one pool on the east side and one on the west side.
- Each aquatic facility will establish capacity level based on pool basin divided by 113 SF. This is the circumference (as determined by Aquatic guidelines, based on a 6 foot diameter circle square).
- Concessions will be pre-packaged only limited due to social distancing concerns.
- Trainings will be conducted based on current Red Cross guidelines and as set by CDC, WEDC, and AOAP.
- Swim lessons, open swim (modified with capacity limits) and sanctioned swim teams at Colburn only (GBSC and GBY) will start with necessary modifications to follow safety guidelines.

Wading Pools and Splashpads

- We are hoping to open the wading pools and splashpads around the same time as the opening of the pools. We still have to determine staffing needs and safety procedures before we will commit to a date.

Playground Program

- The playground program will begin on July 6. We are anticipating a shortage of summer staff due to the late start. Ideally we would open at least 21 out of the 32 playground locations, but it is still too early to tell if we will be able to reach that goal.
- The maximum number of people at any given time will be 2 leaders and 8 children. This will be re-evaluated as the summer progresses. No large special events (games day, tournaments, talent shows, Kiddie Karnival and Parade)
- The Schools will not be providing lunches at the playground programs this year.
- Additional seasonal staff will be hired to sanitize the restrooms on a regular basis.

City Band Concerts

- Will begin the week of July 13.
- Social distancing will be implemented.

Youth Leagues

- Practices can start on June 15. Games to start on July 1.
- Each league board will determine if they would like to run their league. The Parks Department will allow it, but will not mandate it.
- In order to run their league each board will be required to submit a safety plan based on CDC recommendations, social distancing and/or meeting current gathering recommendations where social distancing cannot be met and will have to enforce it.

Adult Sports Leagues

- Will begin the week of July 13.

Blue Ribbons and Adult Soccer

- Practices will begin on June 15. Games will start on July 1. Social distancing guidelines will be put into place for the spectators.

Special Events and Neighborhood Association Gatherings

- Starting on June 26 special events will be allowed but must follow current CDC guidelines unless social distancing can be met or deemed essential.
- Special events will need approval from the special events committee.

Programming

- All programming shall meet 6 foot physical distancing requirements. Based on indoor or outdoor events the total attendance may vary.
- Events with high demand may be staggered in times to accommodate higher volume and limiting interactions
- Capacity will be based on the specific program and whether it will be conducted indoors or outside.
- A maximum capacity indoor will be 36 sq ft of space per participant to allow for 6' physical distancing

DRAFTED: 05/27/2020



Village of Howard Municipal Services /Village Hall Re-Opening Plan

Employee and Supervisor Guidelines

Updated May 20, 2020

Questions/concerns may be directed to

Paul Evert
Village Administrator

Or

Ed Janke
Dir. of Public Safety
Emergency Management Director

Brown County Public Health – Environmental Unit has reviewed the re-opening plan for the Village of Howard and determined it is consistent with current guidelines for both the CDC and WEDC as of May 19, 2020

Overview

The Village's previous preparedness efforts remain in-effect. This Plan is meant to address the re-opening of Village Hall and give basic guidelines for how staff and visitors navigate this new normal. Returning employees to the workplace will not be as simple as announcing a re-opening date and carrying on business as usual. To protect the health and safety of our employees and citizens, the Village of Howard will implement a plan that provides guidance for employees while at work and opening Village facilities to the public. This plan will be carefully implemented to ensure the health and safety of all staff members and the public. It is highly encouraged that any employee concerned about health protocols share their concerns with their supervisor and/or Village Administrator.

Resumption of Business Operations (subject to change based on local, state and federal guidance)

These are general guidelines. Beginning May 26, 2020, all department heads and staff will report back to their offices full-time. Any employee who has been working part-time from the office (working a couple days or so from the office) or full-time from home during the pandemic should report back to the office.

Village Hall will re-open to the public with enhanced safety protocols tentatively on May 28th (later based on barrier installation). Employees who are eligible for and are taking EFMLEA or EPSL are exempt from returning. Employees who have documented underlying health conditions should contact the Village Administrator to discuss options available to them. Questions regarding eligibility for EFMLA, EPSL, or underlying health conditions should be directed to the Village Administrator.

Board, Committee and Commission meetings will resume as normal in June with adequate social distancing. Absent an emergency order, meetings will be conducted in-person.

Facility	Current	Re-Opening Plan
Village Hall	Closed to Public Remote Services	Limited Public Access to two at a time. Utility Dropbox Encouraged, In-Person Payment Accepted Virtual Meetings Encouraged, In-Person Meetings Allowed by Appointment
Fire Stations 1 & 2	Closed to Public Inspections limited	Virtual Meetings Encouraged, Essential Meetings Only Meetings Allowed by appointment in Mills Center Room Fire Inspections Resume Burning Permits Resume Drug Drop Off Limited to Determined Hours
Police Station	Closed to Public	Closed to Public In-Person Meetings Discouraged but Allowed by appointment in Mills Center Room
Public Works and Engineering	Closed to Public Remote Services	Limited Public Access for services In-Person Meetings Discouraged but Allowed by Appointment Drop Off Sites Open Engineering projects continue. Water department inspections resume Special pickup resumes
Inspections and Code Enforcement	Limited by appt. only	Inspections and code enforcement resumes. Building Permits Continue
Boat Launch	Open with Social Distancing Events Cancelled	Open with Social Distancing
Outdoor Parks, Trails, Buildings and Recreational Facilities	Most Open to Public with Bathrooms Closed Playgrounds Closed Park Shelters Closed Field Reservations Cancelled Programming & Events Cancelled	Open to Public including Bathrooms Playgrounds Open Enclosed Park Shelters Open for Small Groups encourage social distancing Open Park Shelters Open for small groups encourage social distancing Field Reservations Permitted for Private Sports Organizations. Village Managed Programming & Events Limited with social distancing and Training for Staff
Community Room and Activity Room	Closed to Public Events & Reservations Cancelled	Closed to Public Events & Reservations Cancelled
Quarry	Closed to Public	Closed to Public
Rock the Common Events	Not Scheduled	Cancel July 3 Tentative August 9 th . July 3 rd Fireworks moved to Labor Day Weekend Remaining Dates Considered
Municipal Court	Closed to Public	See Municipal Court Plan

Workplace Safety Enhancement Protocols

Employees will monitor themselves using the following questions on a laminated form. Forehead temperatures with the supplied thermometer will also be taken. Screening and temperature monitoring will occur daily.

COVID-19 DAILY Return to Work Protocol

Do you have these symptoms?

Symptoms may appear 2-14 days after exposure.

Do you have a Fever over 100.3F? (using digital thermometer)	YES NO
Do you have a cough?	YES NO
Do you have shortness of breath?	YES NO
Do you have a sore throat?	YES NO
Do you have chills with repeated shaking?	YES NO
Do you have a headache?	YES NO
Have you lost the sense of taste or smell?	YES NO

Have you been exposed to another person that has tested positive for COVID-19? YES NO

If you answer YES to any of the questions in red, contact your healthcare provider and notify your supervisor. Do NOT report to work until cleared by a medical provider and/or a supervisor to do so. If you have been exposed to a person who has tested positive, closely monitor yourself for symptoms.

Immediately contact your primary care provider's office or contact the below providers to discuss your symptoms and next steps:

- **BELLIN** COVID-19 Hotline at 920-445-7313 or 1-888-330-3524
- **PREVEA** Virtual Care at www.prevea.com/virtualcare without leaving your home. The screening for COVID-19 is offered at no charge through Prevea Virtual Care. Prevea patients may also call the 24/hour nurse line at (888) 277-3832
- **AURORA BAY CARE** COVID-19 Hotline 1-866-443-2584

An employee sent home can return to work when:

- He or she has had no fever for at least three (3) days without taking medication to reduce fever during that time; AND
- Any respiratory symptoms (cough and shortness of breath) have improved for at least three (3) days; AND
- At least ten (10) days have passed since the symptoms began.

An employee may return to work earlier if a doctor confirms the cause of an employee's fever or other symptoms is not COVID-19 and releases the employee to return to work in writing.

Personal Protection Equipment (PPE) & Visitor Protocols

Employees:

- It is recommended that employees wear a face mask when social distancing (remaining six feet apart) cannot be maintained or working in close contact with other employees citizens or entering a Citizen's home or business.
- Employees may wear their own personal mask or one that will be provided by the Village of Howard.
 - Personal masks should be professional and not display any inappropriate wording, images, or logos, and should be safely worn and cleaned regularly.
- Hand sanitizing stations / or sanitizer are located throughout Village Hall.
- Hand sanitizer shall be used immediately before and after using the copier machine.
- Employees will be provided latex or nitrile gloves upon request.
- Barriers have been installed in appropriate customer service areas.

Visitors:

- Social distancing markers are placed in the lobby areas.

Visitors entering a building beyond the common lobby.

Visitors (beyond lobby) will be screened using the following questions on a laminated form. Forehead temperatures with the supplied thermometer will also be taken.

Do you have these symptoms?

Do you have a Fever over 100.3F? (using digital thermometer)	YES NO
Do you have a cough?	YES NO
Do you have shortness of breath?	YES NO
Do you have a sore throat?	YES NO
Do you have chills with repeated shaking?	YES NO
Do you have a headache?	YES NO
Have you lost the sense of taste or smell?	YES NO

- Any meetings with citizens / public at Village Hall will be conducted in the Mills Center Conference Room. Staff will immediately sanitize the room at the end of the meeting.
- Visitors will be encouraged to wear a Village provided disposable mask, or their own personal mask when entering a Village building.
- Hand sanitizing stations will be visible upon entry.
- As many doors as practical will be propped open to reduce touches.
- No handshake greetings and remain 6 feet apart as much as possible.
- Use video conferencing or telephone conferencing instead of in-person meetings whenever possible.
- Providing contactless pick-up of requested items (plans, records, bills, etc.) when possible.
- When exchanging paper and coin money, do not touch your face afterward. Ask customers to place cash on the counter rather than directly into your hand. Place money on the counter (not in hand) when providing change back to customers. Clean the counter after each customer at checkout.
- Use of the restrooms will not be available to the public during regular business hours until further notice. Signage will be posted on the front doors.

Cleaning Procedures

- Fire Department staff will assist staff to frequently clean touched surfaces (tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.) regularly using appropriate cleaning and disinfectant products.
- Employees should wash their hands frequently using soap and water for 20 seconds.

Additional Social Distancing Guidelines

- All employees should try to avoid in-person meetings. Online conferencing, email or phone should be used when possible, even when employees are in the same building.
 - Unavoidable in-person meetings should be short, in a large meeting room where people can sit at least six feet from each other, and employees should avoid shaking hands with people.
- Employees should not congregate in work rooms, pantries, copier rooms or other areas where people socialize. Keep six feet apart when possible.
- Where appropriate, supervisors should stagger employee shifts and lunch/rest breaks.
- Vehicular occupancy should be one person or as low as possible. If you must have more than one person in a vehicle, people should maximize spacing as much as possible and wear masks. Most importantly, if more than one person is in a vehicle, ensure the vehicle's heating/AC system is not recirculating air. The vehicle should be placed in the setting to draw outside air. Open windows would be ideal.
- Employees should eat lunch at their desk or away from others (avoid breakrooms).

Travel

- Due to the Village of Howard's commitment to employee safety considering the COVID-19 (coronavirus) outbreak, all nonessential business travel (outside of the State of Wisconsin) remains suspended until further notice.
- If nonessential business travel has already been booked, please work with your supervisor to cancel properly to receive an airfare and hotel refund or credit, if applicable.
- Essential business travel should be limited to those situations where business cannot reasonably be conducted without face-to-face interaction or visits to specific locations. The Village Administrator must approve all travel (including trips that were previously approved) until further notice.
- Personal travel is restricted to the United States. Employees should consider identified hot spots and take necessary personal precautions.

Keep up to date on the Coronavirus (COVID-19) by checking in with our local, state and national health partners:

Centers for Disease Control and Prevention (CDC): <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Wisconsin Department of Health Services: <https://www.dhs.wisconsin.gov/disease/covid-19.htm>

Brown County Public Health: <https://www.browncountywi.gov/community/covid-19/general-information/>



Village of Suamico

12781 Velp Ave. Suamico WI, 54313

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Suamico Parks, Recreation, Trails and Forestry Department – Reopening Plan

Throughout the COVID-19 crisis, Village staff have embraced our mission to deliver essential & desired services to the Suamico community. The Village is expanding that strategy by making preparations for a phased reopening of our facilities to the general public. Suamico's approach is complementary to the guidelines and recommendations of the State of Wisconsin Department of Health Services (DHS) and the Centers for Disease Control (CDC).

Following guidelines from health officials will allow our healthcare system to maintain an appropriate service capacity to care for individuals who are sick. **The health and safety of our community and staff remain our top priority.** Throughout the reopening strategy, we will continue to be flexible, adjusting our response based on guidance from DHS, and the CDC.

Our approach to reopening is broken into three Phases. Each phase is designed to have flexibility in the case of relapse. Phases and the activities listed in each will remain fluid and subject to change to ensure we remain responsive to the ever-changing dynamics related to COVID-19. We will update our plan as new guidelines and information about the virus evolves.

With the exception of Phase I, there are no specific dates or timelines identified in this plan. The Village of Suamico's decision about when to move to the next step will be determined by the same benchmarks established by DHS, and Badger Bounce Back Plan.

General Public Guidelines for Use of Facilities

We need your help to ensure our phased reopening strategy is successful. Please help us and each other by following these general guidelines throughout all steps while using our facilities:

- Practice social distancing and maintain 6 feet of distance whenever possible. If facilities are busy, patiently wait at a safe distance or return at another time.
- Per CDC recommendation, wear a face covering, if you are able, when in public.
- Practice proper handwashing. Wash your hands with soap and water for 20 seconds.
- Shelter restrooms will not be open to the public. We will have Port-a-potties available, and will be cleaned and sanitized weekly.
- Playgrounds and other park surfaces will NOT be cleaned or sanitized. Users should be prepared to bring their own hand sanitizer.
- Special guidelines for use of park facilities will be posted at all facilities. Users are encouraged to stop, read and adhere to these guidelines.
- Stay home if you are feeling sick.



Village of Suamico

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Reopening Phases

Phases are based off DHS - Badger Bounce Back Phases, and the CDC.

Phase I

Phase I of Suamico Parks and Recreation Department's Reopening Plan will be effective beginning June 2, 2020 at 7:00 am. The following guidelines will be in place during Phase I:

- All village facilities, including open air shelters and indoor shelters, will be available for reservation with the recommendation to remain in groups of 10 or less. Refunds will be provided for any rentals who choose to cancel.
- Parks and trails remain open. Users are encouraged to follow all CDC guidelines while using the facilities.
- Park port-a-potties will be available and cleaned weekly. Users are encouraged to practice social distancing and good sanitizing practices.
- Playgrounds will open for use. If playground areas are busy, users should wait at a safe distance or come back at another time. Please note that playground surfaces will NOT be cleaned or sanitized. Users should prepare to bring their own hand sanitizer to the park.
- Village of Suamico does not run youth or adult sports. We will allow organizations to rent out field space. Guidance from DHS will be provided to those organizations to ensure best practices are being used.
- Tennis courts are open for use with singles play only. Members of the same household may participate in doubles play.
- Basketball hoops are open for use with non-contact play only. Social distancing is encouraged.
- Special events will not occur.
- Movie Night will be canceled.
- Village programming will be allowed on a case by case basis, and are limited to 10 or less participants. If programs that are not able to be socially distant they will continue to be canceled until Phase III.



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Phase II

Phase II of the Department's reopening plan will take place after successful implementation of Phase I. Phase II will be implemented based off the Badger Bounce Back Plan, and once the Village's employees are healthy and capable to serve appropriately.

- All village facilities, including open air shelters and indoor shelters, will be available for reservation with the recommendation to remain to a group of 50 or less. Refunds will be provided for any rentals who choose to cancel.
- Parks and trails remain open. Users are encouraged to follow all CDC guidelines while using the facilities.
- Park port-a-potties will be available and cleaned weekly. Users are encouraged to practice social distancing and good sanitizing practices.
- Playgrounds will be open for use. If playgrounds areas are busy, users should wait at a safe distance or come back at another time. Please note that playground surfaces will NOT be cleaned or sanitized. Users should prepare to bring their own hand sanitizer to the park.
- Village of Suamico does not run youth or adult sports. We will allow organizations to rent out field space. Guidance from DHS will be provided to those organizations to ensure best practices are being used.
- Tennis courts are open for use with singles play only. Members of the same household may participate in doubles play.
- Basketball hoops are open for use with non-contact play only. Social distancing is encouraged.
- Special events will not occur.
- Movie Night will not be scheduled until Phase III.
- Village programming will be allowed on a case by case basis, but are limited to 50 or less participants. If programs that are not able to be socially distant they will continue to be canceled until Phase III.

Phase III

All regular facility use and activities will resume at this time.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Consideration and possible action on a request of the City Clerk to purchase an additional ballot tabulator for elections.

ATTACHMENTS:

- Memo to Council - election equipment purchase (PDF)

CITY OF DE PERE MEMO



To: Honorable Mayor James Boyd
Members of the Common Council

From: Carey Danen, City Clerk

Date: May 28, 2020

RE: **Request to purchase an additional ballot tabulator for Elections**

I am requesting approval to purchase an additional ballot tabulating machine in order to handle the anticipated record number of absentee ballots for the November 2020 election.

The City owns five DS-200 ballot tabulators (one for each polling place and one for Central Count). In addition, we have a sixth machine on loan from Brown County that we use for high turnout elections. During the April election this year, we processed over 5,500 absentee ballots, which is the upper limit of the capacity of two machines on Election Day.

To give you an idea of the current trend with absentee voting, the last two major fall elections saw between 32 - 42% of voters casting their ballot by absentee. In contrast, our most recent election conducted during the pandemic resulted in 86% of voters casting an absentee ballot. Due to the uncertainty surrounding the COVID-19 pandemic and voter concerns regarding the safety of voting in person, we anticipate that a high number of voters will again choose the absentee option this November.

If we use the number of voters who participated in the last presidential election, and apply an 85% absentee rate, that would result in more than 11,000 absentee ballots to process on November 3rd. Because state statute prevents us from starting to process absentee ballots any earlier than 7 AM on Election Day, it would be physically impossible for the Clerk's office and poll workers to process that number of ballots by 8 PM.

Attachment: Memo to Council - election equipment purchase (9625 : Request of City Clerk to purchase additional election equipment)

I contacted ES&S, the City's election equipment vendor, to ask about the possibility of renting a high-speed tabulator (as was done by the County for the 2016 recount). Unfortunately because of the existing health crisis, there is a shortage of tabulating equipment nationwide; ES&S does not have a single high-speed tabulator available. Our only alternative to adequately prepare for the upcoming election is to purchase an additional DS-200 tabulator.

The total cost of this purchase would be \$5,815, and would come from the general fund unassigned reserves. The Wisconsin Elections Commission voted this week to administer a CARES Act sub-grant to local election officials; details have not yet been provided, but it is possible that this purchase could be reimbursed by the grant. However, our vendor has very minimal stock left, so we must act now to ensure that we have the equipment we need.

I respectfully request your approval of this purchase. Please contact me in advance of the meeting if you have any questions - thank you for your consideration.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Appointments and reappointments to Boards and Commissions by Mayor Boyd.

ATTACHMENTS:

- Appointment Memo_June 2 2020 (PDF)

Memo

City of De Pere

To: City Council Members
From: James Boyd, Mayor
Subject: Appointments and Reappointments
Date: May 13, 2020

I am submitting the following name for appointment/reappointment at the June 2, 2020 meeting of the Common Council. I am asking you to please contact me in advance of the meeting if you should have a problem with the individual being submitted for your approval.

Commission

Board of Park Commissioners

Appointment/Reappointment

Rick Klinkenberg/Appointment

Attachment: Appointment Memo_June 2 2020 (9563 : Appointments and reappointments to Boards and Commissions by Mayor Boyd.)



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020
DEPARTMENT: City Clerk
FROM: Ann Ledvina
SUBJECT: Operator license applications.

ATTACHMENTS:

- Operator List 6.2.20 (PDF)

CITY OF DE PERE
License Committee - June 2, 2020

Renewal Operator License Applications for the 2020 - 2022 Licensing Period	
1	BAKKEN, ALICIA
2	BAKKEN, ANA
3	BAUMANN, STACI
4	BESSON, NATASHA
5	BIERKE, ANDREA
6	CARTUGENA, ANA
7	DE CLEENE, STEVEN
8	EVERS, HALEY
9	FRANTZ, JENNIFER
10	FRENCH, ROBYN
11	FREWARD, ELLEN
12	GAUTHIER, MARK
13	GOETZ, ROXANNE
14	GOODINE, PAUL
15	GRUETZMACHER, BRYNNA
16	HAROLDSON, ANNA
17	HASSETT, LOGAN
18	HJORT, JEREMY
19	JACOBSON, DOUGLAS
20	JIMENEZ, SERARO
21	KOSTIC, SABINA
22	MALCOLM, ABIGAIL
23	MARTIN, DEL
24	MAY, EMMA
25	MILES, SAMANTHA
26	MULLINS, SUSAN
27	PLATZ, OLIVIA
28	RIVAS, MARY
29	ROBB, ADAM
30	ROCKEY, CYNTHIA
31	ROD, GLORIA
32	ROEMER, SHAULA
33	ROSARIO, LOUELLA
34	RUIZ, JOSE
35	SIPPEL, MCKENNA
36	SISLEY, SASHA
37	THYSSEN, SAMANTHA
38	VANDE HEI, DAWN

Attachment: Operator List 6.2.20 (9634 : Operator License applications.)

39	WEIS, CONRAD
40	WYMAN, JESSE
41	YELLS, JANE A

Previously Tabled Operator License Applications	
1	EHNERD, TANNER
2	PEARCE, MICHELLE

New Operator License Applications	
1	MEERT, JULIE
2	SELLENHEIM, BETTY
3	ZENZ, JESSIE
4	DELOS SANTOS, CASHION
5	SCHIMMEL, MICHAEL



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Voucher approval.

ATTACHMENTS:

- 6-2-2020 VOUCHERS (PDF)

5/29/2020 7:59 AM

A / P CHECK REGISTER

PAGE: 1

PACKET: 06332 JUN 2020 COUNCIL - 1 6-2-20

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7583	ADVANCE AUTO PARTS							
	I-6339-285524	ADVANCE AUTO PARTS	R	6/02/2020		17.81CR	092361	
	I-6339-285525	ADVANCE AUTO PARTS	R	6/02/2020		24.68CR	092361	42.49
6802	ADVANCED DISPOSAL							
	I-B80000705542	ADVANCED DISPOSAL	R	6/02/2020		581.46CR	092362	581.46
0302	AIRGAS USA LLC							
	I-9970108002	AIRGAS USA LLC	R	6/02/2020		586.00CR	092363	
	I-9970108003	AIRGAS USA LLC	R	6/02/2020		198.12CR	092363	784.12
7787	ALLEGRA EAST							
	I-85109	ALLEGRA EAST	R	6/02/2020		443.45CR	092364	443.45
0009	AMERICAN OVERHEAD DOOR							
	I-251399	AMERICAN OVERHEAD DOOR	R	6/02/2020		523.00CR	092365	523.00
7507	DEBORAH ARMBRUSTER							
	I-202005280617	DEBORAH ARMBRUSTER	R	6/02/2020		35.65CR	092366	35.65
5604	AURORA BAYCARE MED CTR LLC							
	I-KY465	AURORA BAYCARE MED CTR LLC	R	6/02/2020		2,640.00CR	092367	
	I-KY467	AURORA BAYCARE MED CTR LLC	R	6/02/2020		13.42CR	092367	2,653.42
0020	BADGERLAND PRINTING INC							
	I-35029	BADGERLAND PRINTING INC	R	6/02/2020		140.00CR	092368	
	I-35033	BADGERLAND PRINTING INC	R	6/02/2020		60.00CR	092368	
	I-35044	BADGERLAND PRINTING INC	R	6/02/2020		27.03CR	092368	
	I-35054	BADGERLAND PRINTING INC	R	6/02/2020		361.00CR	092368	
	I-35059	BADGERLAND PRINTING INC	R	6/02/2020		469.36CR	092368	
	I-35069	BADGERLAND PRINTING INC	R	6/02/2020		807.48CR	092368	
	I-35085	BADGERLAND PRINTING INC	R	6/02/2020		44.00CR	092368	
	I-35100	BADGERLAND PRINTING INC	R	6/02/2020		141.00CR	092368	2,049.87
6404	BAY AREA TESTING & CONSULTING LLC							
	I-3881	BAY AREA TESTING & CONSULTING	R	6/02/2020		815.50CR	092369	
	I-3882	BAY AREA TESTING & CONSULTING	R	6/02/2020		629.00CR	092369	
	I-3883	BAY AREA TESTING & CONSULTING	R	6/02/2020		336.00CR	092369	
	I-3884	BAY AREA TESTING & CONSULTING	R	6/02/2020		281.50CR	092369	
	I-3926	BAY AREA TESTING & CONSULTING	R	6/02/2020		525.25CR	092369	
	I-3927	BAY AREA TESTING & CONSULTING	R	6/02/2020		539.50CR	092369	
	I-3928	BAY AREA TESTING & CONSULTING	R	6/02/2020		239.00CR	092369	
	I-3929	BAY AREA TESTING & CONSULTING	R	6/02/2020		569.25CR	092369	
	I-3930	BAY AREA TESTING & CONSULTING	R	6/02/2020		750.00CR	092369	
	I-3931	BAY AREA TESTING & CONSULTING	R	6/02/2020		229.00CR	092369	
	I-3932	BAY AREA TESTING & CONSULTING	R	6/02/2020		179.50CR	092369	5,093.50

Attachment: 6-2-2020 VOUCHERS (9633 : Voucher approval.)

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**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0027	BAY TOWEL INC							
	I-3077201	BAY TOWEL INC	R	6/02/2020		118.69CR	092370	
	I-3081832	BAY TOWEL INC	R	6/02/2020		112.04CR	092370	
	I-3084604	BAY TOWEL INC	R	6/02/2020		176.85CR	092370	
	I-3084622	BAY TOWEL INC	R	6/02/2020		91.05CR	092370	498.63
0028	BAY VERTE MACHINERY INC							
	I-396827-00	BAY VERTE MACHINERY INC	R	6/02/2020		109.99CR	092371	109.99
5171	BENTLEY SYSTEMS INC							
	I-48096684	BENTLEY SYSTEMS INC	R	6/02/2020		3,991.50CR	092372	3,991.50
6849	ERIN BONGERS							
	I-202005280618	ERIN BONGERS	R	6/02/2020		18.75CR	092373	
	I-202005280619	ERIN BONGERS	R	6/02/2020		16.45CR	092373	35.20
0038	BROADWAY AUTOMOTIVE INC							
	C-CM493568P	BROADWAY AUTOMOTIVE INC	R	6/02/2020		300.00	092374	
	I-493568P	BROADWAY AUTOMOTIVE INC	R	6/02/2020		425.00CR	092374	
	I-493830P	BROADWAY AUTOMOTIVE INC	R	6/02/2020		37.85CR	092374	162.85
7745	KELLY BURKE							
	I-202005280620	KELLY BURKE	R	6/02/2020		2.99CR	092375	2.99
6061	CARRICO AQUATIC RESOURCES INC							
	I-20201522	CARRICO AQUATIC RESOURCES INC	R	6/02/2020		3,476.25CR	092376	3,476.25
0536	CDW GOVERNMENT INC							
	C-XSH3950	CDW GOVERNMENT INC	R	6/02/2020		16.01	092377	
	I-XRQ5596	CDW GOVERNMENT INC	R	6/02/2020		357.62CR	092377	
	I-XRZ8144	CDW GOVERNMENT INC	R	6/02/2020		116.85CR	092377	
	I-XSP6149	CDW GOVERNMENT INC	R	6/02/2020		909.09CR	092377	
	I-XTV4284	CDW GOVERNMENT INC	R	6/02/2020		106.30CR	092377	1,473.85
6575	CEDAR CORP							
	I-102882	CEDAR CORP	R	6/02/2020		3,337.25CR	092378	
	I-103158	CEDAR CORP	R	6/02/2020		750.00CR	092378	4,087.25
2708	CLEANING SOLUTION SERVICES INC							
	I-20524	CLEANING SOLUTION SERVICES INC	R	6/02/2020		45.86CR	092379	
	I-20526	CLEANING SOLUTION SERVICES INC	R	6/02/2020		273.70CR	092379	319.56

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7997	COMPLETE OFFICE I-AR17806	COMPLETE OFFICE	R	6/02/2020		193.94CR	092380	193.94
7639	CORE & MAIN LP I-M251091	CORE & MAIN LP	R	6/02/2020		128.39CR	092381	128.39
0217	COUNTRY VISIONS COOPERATIVE I-366439	COUNTRY VISIONS COOPERATIVE	R	6/02/2020		34.16CR	092382	34.16
6700	DARLEY CO I-17388985	DARLEY CO	R	6/02/2020		345.16CR	092383	345.16
3332	DE PERE AUTO CENTER INC I-120190	DE PERE AUTO CENTER INC	R	6/02/2020		2,261.49CR	092384	2,261.49
0069	DE PERE GREENHOUSE INC I-33189	DE PERE GREENHOUSE INC	R	6/02/2020		100.53CR	092385	100.53
5668	DE PERE HEALTH DEPT I-202005280621 I-202005280622 I-202005280623	LEGION POOL CONCESSIONS LEGION POOL LEGION WADING POOL	R R R	6/02/2020 6/02/2020 6/02/2020		198.00CR 373.00CR 183.00CR	092386 092386 092386	 754.00
0075	DIGGERS HOTLINE INC I-200 4 36401	DIGGERS HOTLINE INC	R	6/02/2020		1,059.26CR	092387	1,059.26
0085	EMERGENCY MEDICAL PRODUCTS INC I-2163778 I-2166504	EMERGENCY MEDICAL PRODUCTS INC EMERGENCY MEDICAL PRODUCTS INC	R R	6/02/2020 6/02/2020		281.02CR 219.94CR	092388 092388	 500.96
0331	FERGUSON WATERWORKS #1476 INC I-301608	FERGUSON WATERWORKS #1476 INC	R	6/02/2020		523.00CR	092389	523.00
0200	FIRST SUPPLY LLC I-12190509-00	FIRST SUPPLY LLC	R	6/02/2020		46.60CR	092390	46.60
0098	FLY ME FLAG CO INC I-4689	FLY ME FLAG CO INC	R	6/02/2020		1,202.40CR	092391	1,202.40
0835	FOSTER COACH SALES INC I-19638	FOSTER COACH SALES INC	R	6/02/2020		112.53CR	092392	112.53

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0562	GALLS LLC							
	I-15453633	GALLS LLC	R	6/02/2020		74.99CR	092393	
	I-15523560	GALLS LLC	R	6/02/2020		94.92CR	092393	169.91
6170	DAN GATZ							
	I-202005280624	DAN GATZ	R	6/02/2020		450.00CR	092394	450.00
5349	RYAN GLIME							
	I-202005280625	RYAN GLIME	R	6/02/2020		67.26CR	092395	67.26
6923	GORDON FLESCH COMPANY INC.							
	I-IN12932052	GORDON FLESCH COMPANY INC.	R	6/02/2020		173.00CR	092396	173.00
5830	GRAEF INC							
	I-109521	GRAEF INC	R	6/02/2020		44,695.00CR	092397	44,695.00
7764	GREAT AMERICA FINANCIAL SVCS							
	I-26992990	GREAT AMERICA FINANCIAL SVCS	R	6/02/2020		362.19CR	092398	362.19
8079	GREAT BIG GRAPHICS LLC							
	I-10107	GREAT BIG GRAPHICS LLC	R	6/02/2020		239.00CR	092399	239.00
0780	GREAT LAKES TV SEAL INC							
	I-20117	GREAT LAKES TV SEAL INC	R	6/02/2020		840.00CR	092400	
	I-20126	GREAT LAKES TV SEAL INC	R	6/02/2020		333.75CR	092400	1,173.75
0124	GREEN BAY CITY TREASURER							
	I-130862	GREEN BAY CITY TREASURER	R	6/02/2020		39,731.45CR	092401	39,731.45
0912	HEID MUSIC CO							
	I-2582666	HEID MUSIC CO	R	6/02/2020		105.29CR	092402	105.29
6209	RUSS HOLCOMB							
	I-202005280626	RUSS HOLCOMB	R	6/02/2020		55.80CR	092403	55.80
5535	HOLUBAR CONST CO INC							
	I-4565	HOLUBAR CONST CO INC	R	6/02/2020		15,325.00CR	092404	15,325.00
7919	HOW LANDSCAPING							
	I-3642	HOW LANDSCAPING	R	6/02/2020		1,000.00CR	092405	1,000.00
6589	HSBS EWD							
	I-202005280627	HSBS EWD	R	6/02/2020		139.50CR	092406	139.50

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1252	HURCKMAN MECHANICAL INDUSTRIES INC I-W32121	HURCKMAN MECHANICAL INDUSTRIES	R	6/02/2020		354.00CR	092407	354.00
1399	INDOFF INC I-3368212 I-3368675 I-3368692 I-3368864 I-3371868	INDOFF INC INDOFF INC INDOFF INC INDOFF INC INDOFF INC	R R R R R	6/02/2020 6/02/2020 6/02/2020 6/02/2020 6/02/2020		202.41CR 42.14CR 173.87CR 9.99CR 61.52CR	092408 092408 092408 092408 092408	 489.93
7096	JAMES M FICO PHD I-202005280628 I-202005280629	JAMES M FICO PHD JAMES M FICO PHD	R R	6/02/2020 6/02/2020		350.00CR 350.00CR	092409 092409	 700.00
0362	JOHNSON CONTROLS FIRE PROTECTION LP I-21610795 I-21613029	JOHNSON CONTROLS FIRE PROTECTI JOHNSON CONTROLS FIRE PROTECTI	R R	6/02/2020 6/02/2020		250.00CR 874.22CR	092410 092410	 1,124.22
2602	JOSSART BROTHERS INC I-1502 I-1542	JOSSART BROTHERS INC JOSSART BROTHERS INC	R R	6/02/2020 6/02/2020		268.80CR 268.80CR	092411 092411	 537.60
1276	JX ENTERPRISES INC I-14126503P I-14126594P	JX ENTERPRISES INC JX ENTERPRISES INC	R R	6/02/2020 6/02/2020		53.69CR 32.64CR	092412 092412	 86.33
5993	SANDRA KANE I-202005280630	SANDRA KANE	R	6/02/2020		125.00CR	092413	125.00
0153	LAFORCE INC I-1133052	LAFORCE INC	R	6/02/2020		966.54CR	092414	966.54
0157	LEAGUE OF WI MUNICIPALITIES I-81596	LEAGUE OF WI MUNICIPALITIES	R	6/02/2020		2,000.00CR	092415	2,000.00
7158	MICHAEL LINSSEN I-202005280631	MICHAEL LINSSEN	R	6/02/2020		131.63CR	092416	131.63
7263	DANIEL LOTTER I-202005280632	DANIEL LOTTER	R	6/02/2020		84.38CR	092417	84.38
8156	MATTS SERVICES LLC I-3423	MATTS SERVICES LLC	R	6/02/2020		3,345.00CR	092418	3,345.00

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**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	6/02/2020			092423	**VOID**
VOID	VOID CHECK		V	6/02/2020			092424	**VOID**
6958	NATHAN MRSTIK I-202005280634	NATHAN MRSTIK	R	6/02/2020		36.93CR	092425	36.93
3191	NCI I-AR18130	NCI	R	6/02/2020		74.85CR	092426	74.85
0531	NORTHEAST AUTO PARTS INC C-347819	NORTHEAST AUTO PARTS INC	R	6/02/2020		272.56	092427	
	I-347245	NORTHEAST AUTO PARTS INC	R	6/02/2020		60.00CR	092427	
	I-347437	NORTHEAST AUTO PARTS INC	R	6/02/2020		72.02CR	092427	
	I-347681	NORTHEAST AUTO PARTS INC	R	6/02/2020		168.51CR	092427	
	I-347880	NORTHEAST AUTO PARTS INC	R	6/02/2020		27.18CR	092427	
	I-347882	NORTHEAST AUTO PARTS INC	R	6/02/2020		58.60CR	092427	
	I-347890	NORTHEAST AUTO PARTS INC	R	6/02/2020		168.51CR	092427	
	I-347900	NORTHEAST AUTO PARTS INC	R	6/02/2020		5.69CR	092427	
	I-347928	NORTHEAST AUTO PARTS INC	R	6/02/2020		215.88CR	092427	
	I-347941	NORTHEAST AUTO PARTS INC	R	6/02/2020		8.79CR	092427	512.62
5433	NORTHEAST WI TECH COLLEGE I-CS34200	NORTHEAST WI TECH COLLEGE	R	6/02/2020		500.00CR	092428	500.00
4728	OSHKOSH FIRE & POLICE EQUIPMENT INC I-180795	OSHKOSH FIRE & POLICE EQUIPMEN	R	6/02/2020		307.05CR	092429	307.05
0197	PACKER CITY INTL TRUCKS INC I-R101037019:01	PACKER CITY INTL TRUCKS INC	R	6/02/2020		445.84CR	092430	
	I-X101125250:01	PACKER CITY INTL TRUCKS INC	R	6/02/2020		41.78CR	092430	487.62
8075	PERIMETER SOLUTIONS LP I-INV14-732233	PERIMETER SOLUTIONS LP	R	6/02/2020		2,702.47CR	092431	2,702.47
6126	PM SUPPLY LLC I-83140	PM SUPPLY LLC	R	6/02/2020		184.50CR	092432	
	I-83155	PM SUPPLY LLC	R	6/02/2020		42.60CR	092432	227.10
0467	PUBLIC SERVICE COMMISSION OF WI I-2004-I-01610	PUBLIC SERVICE COMMISSION OF W	R	6/02/2020		759.47CR	092433	759.47

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7584	R LEWIS TECHNOLOGIES INC I-10245	R LEWIS TECHNOLOGIES INC	R	6/02/2020		137.50CR	092434	137.50
0227	REINDERS INC I-1829244-00	REINDERS INC	R	6/02/2020		256.67CR	092435	256.67
6971	RENNERT'S FIRE EQUIP SERV INC. I-42185	RENNERT'S FIRE EQUIP SERV INC.	R	6/02/2020		1,140.20CR	092436	1,140.20
0228	RENT A FLASH OF WISCONSIN INC I-70642 I-70643	RENT A FLASH OF WISCONSIN INC RENT A FLASH OF WISCONSIN INC	R R	6/02/2020 6/02/2020		3,024.00CR 297.50CR	092437 092437	 3,321.50
0158	ROBERT E LEE & ASSOCIATES INC I-77482	ROBERT E LEE & ASSOCIATES INC	R	6/02/2020		3,522.65CR	092438	3,522.65
8157	RUEKERT & MIELKE I-131685	RUEKERT & MIELKE	R	6/02/2020		3,190.00CR	092439	3,190.00
0501	SAINT MARY'S HOSPITAL I-23631	SAINT MARY'S HOSPITAL	R	6/02/2020		4.68CR	092440	4.68
0235	SAINT VINCENT HOSPITAL I-51344	SAINT VINCENT HOSPITAL	R	6/02/2020		21.08CR	092441	21.08
8158	SHIRLEY FEED MILL I-63203	SHIRLEY FEED MILL	R	6/02/2020		443.80CR	092442	443.80
6152	TIM SINKLER I-202005280635	TIM SINKLER	R	6/02/2020		34.79CR	092443	34.79
1144	MICHAEL AND MARGARET STRENSKI I-202005280636	MICHAEL AND MARGARET STRENSKI	R	6/02/2020		52.63CR	092444	52.63
0752	SYSTEMS FURNITURE LLC I-35003	SYSTEMS FURNITURE LLC	R	6/02/2020		170.00CR	092445	170.00
0268	TRUCK EQUIPMENT INC I-901706-00 I-901964-00	TRUCK EQUIPMENT INC TRUCK EQUIPMENT INC	R R	6/02/2020 6/02/2020		314.95CR 123.30CR	092446 092446	 438.25
3858	ULINE I-119635127	ULINE	R	6/02/2020		400.14CR	092447	400.14

Attachment: 6-2-2020 VOUCHERS (9633 : Voucher approval.)

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0272	UNIFORM SHOPPE INC							
	I-298847	UNIFORM SHOPPE INC	R	6/02/2020		35.45CR	092448	
	I-298966	UNIFORM SHOPPE INC	R	6/02/2020		440.70CR	092448	476.15
0277	VAN'S FIRE & SAFETY INC							
	I-4134990	VAN'S FIRE & SAFETY INC	R	6/02/2020		77.30CR	092449	
	I-4135001	VAN'S FIRE & SAFETY INC	R	6/02/2020		155.60CR	092449	232.90
5772	MELISSA VANDE WETTERING							
	I-202005280637	MELISSA VANDE WETTERING	R	6/02/2020		282.72CR	092450	282.72
8159	WATER TECHNOLOGY INC							
	I-202005280638	WATER TECHNOLOGY INC	R	6/02/2020		1,090.00CR	092451	1,090.00
0282	WESCO RECEIVABLES CORP							
	I-897263	WESCO RECEIVABLES CORP	R	6/02/2020		44.15CR	092452	44.15
3709	WEST DE PERE HIGH SCHOOL							
	I-202005280639	WEST DE PERE HIGH SCHOOL	R	6/02/2020		219.19CR	092453	219.19
6469	WI DOCUMENT IMAGING							
	I-101739	WI DOCUMENT IMAGING	R	6/02/2020		1,164.34CR	092454	1,164.34
7350	WI MEDIA							
	I-3329959	WI MEDIA	R	6/02/2020		546.24CR	092455	546.24
1210	WIL KIL PEST CONTROL							
	I-3894299	WIL KIL PEST CONTROL	R	6/02/2020		113.00CR	092456	
	I-3901624	WIL KIL PEST CONTROL	R	6/02/2020		115.50CR	092456	228.50
8160	SHANNA ZEITLER							
	I-202005280640	SHANNA ZEITLER	R	6/02/2020		635.00CR	092457	635.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	95	0.00	182,695.30	182,695.30
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	2	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	97	0.00	182,695.30	182,695.30

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
100	6/2020	131,131.03CR
201	6/2020	9,216.77CR
208	6/2020	52.96CR
209	6/2020	16.01
260	6/2020	4,087.25CR
291	6/2020	7,662.50CR
292	6/2020	7,662.50CR
405	6/2020	9,139.15CR
415	6/2020	6,409.60CR
601	6/2020	3,755.76CR
650	6/2020	3,593.79CR
=====		
ALL		182,695.30CR

Attachment: 6-2-2020 VOUCHERS (9633 : Voucher approval.)



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Future agenda items.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: June 2, 2020

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Resolution #20-58 (A) or (B) Awarding Official City Newspaper Contract. (This Resolution and Staff Report will be Provided at the Council Meeting)
