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SMALL CONFERENCE ROOM, MUNICIPAL BUILDING; 450 S. MAIN STREET; RICHLAND CENTER, WI 53581

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**AGENDA**

**CALL TO ORDER** *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

**APPROVAL OF MINUTES**

1. Public Safety Committee Minutes 07/31/2023

**APPROVAL OF OPERATOR LICENSES**

**DISCUSSION AND ACTION ITEMS**

2. Parade Permit - Center Color Fest 10/07/23
3. Street Closing Application - RCHS Athletic Booster Club Duck Race 9/29/2023
4. Temporary Class B Picnic License Application - Richland Area Chamber - Hispanic Heritage Day 09/16/23
5. Temporary Class B Picnic License Application - St. Mary's Parish - Parish Festival 09/16/23
6. Temporary Class B Beer & Class B Wine License from Greater Richland Area Chamber for a Beer & Wine Walk on October 6, 2023.
7. Consider Moving Flashing LED Pedestrian Sign from East Sixth Street to East Eight Street, keeping a standard pedestrian sign on East Sixth Street.

**CHIEF OF POLICE REPORT**

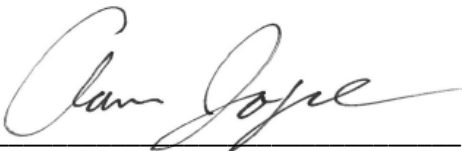
8. July RCPD Call Report

**REPORTS, REQUESTS, CONCERNS** *No action will be taken on any matter originating under this item.*

**SET NEXT MEETING DATE** *First Monday of the Month*

**ADJOURNMENT**

Posted this 1st day of September, 2023 by 4:30 PM.  
Copy to the official newspaper the Richland Observer.



Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

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SMALL CONFERENCE ROOM, MUNICIPAL BUILDING; 450 S. MAIN STREET; RICHLAND CENTER, WI 53581

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**AGENDA**

**CALL TO ORDER** *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

**APPROVAL OF MINUTES**

**APPROVAL OF OPERATOR LICENSES**

**DISCUSSION AND ACTION ITEMS**

1. Temporary Class B Beer Picnic License application for AD German Warehouse Conservancy at 177 E. Haseltine on September 16, 2023
2. Tobacco License Application - Richland Smokes, LLC; 165 Richland Square
3. Class B Beer & Class C Wine License Application for Pine River Smoke Co., 249 W. Court Street; Douglas Kratochwill, Agent
4. Class B Beer & Class B Liquor License Application for TKO BBQ Bar & Grill, LLC, 165 W. Court Street; Tim Oman Agent
5. Street Closing Application - 100 Block W. Court St on 08-05-23
6. Amendment to 101.04 Stop Sign at Sheldon and Seminary Streets
7. Establish 2023 Trick-or-Treat

**CHIEF OF POLICE REPORT**

8. Place of Last Drink Presentation
9. June Police Department Report

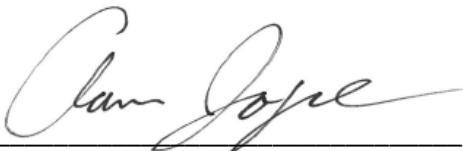
**REPORTS, REQUESTS, CONCERNS** *No action will be taken on any matter originating under this item.*

**SET NEXT MEETING DATE** *First Monday of the Month*

**ADJOURNMENT**

Posted this 27th day of July, 2023 by 4:30 PM.

Copy to the official newspaper the Richland Observer.



Aaron Joyce, City Clerk/Treasurer

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# CITY OF RICHLAND CENTER PARADE PERMIT

Name of organization: City of Richland Center / Tourism  
Contact Person (Permittee): Marty Richards  
Address: 450 S. Main St.  
608  
Richland Center, WI 53581  
Tel #: 630-2452 Cell #: 630-2452

Date of Parade: 10/07/23 Start time: 7:00pm End time: 9:00pm

Estimated number of units involved: 60-70

Will there be any animal units (circle one) YES\* NO  
potentially

\*If yes, owner of animal/s is responsible for removing and disposing of waste.

Indicate what streets will be used during the parade: See Map -  
4th St, 3rd St, Sheldon & Cedar - Assembly.  
Church - to 7th St - to Central Ave, to Court, to Park  
In addition, please highlight route on the attached city map.

Where will the parade assemble? Richland Hospital & Clinics Parking lot, 3rd St. Banks  
Where will the parade disassemble? Park at 3rd Street

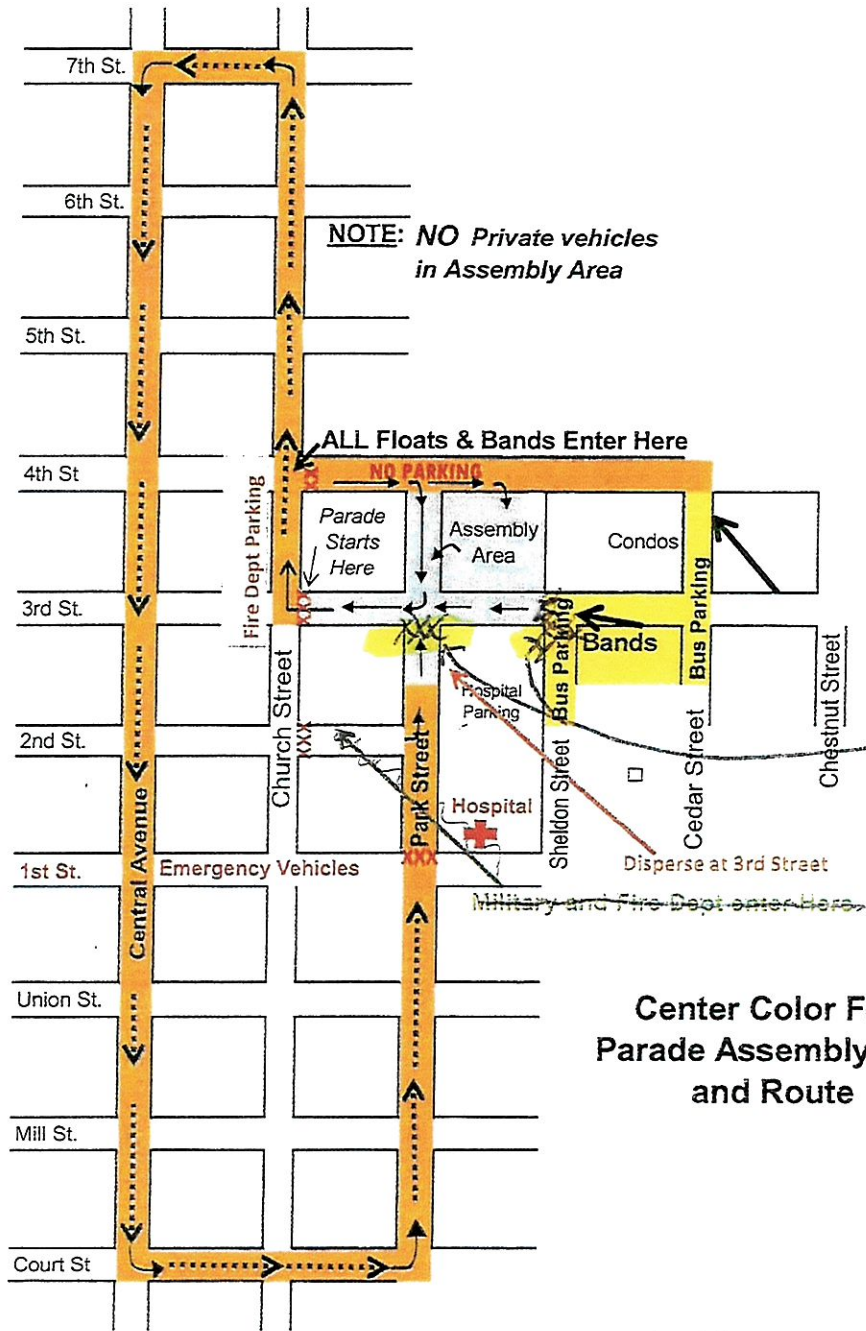
Special parking or street closures required? (please describe):  
No parking or driving 4th + 3rd Street East of Church - Banquette  
Park Street at 2nd at 3rd Street at Sheldon.

By applying for this Parade Permit, the above named Organization, and its agents and officers, hereby agree to hold the City of Richland Center harmless, and indemnify the City of Richland Center, for any and all claims, damages, losses, or injuries, of any nature whatsoever, occurring during, before or after the parade, and USER agrees to forever release and discharge the City of Richland Center, and its heirs, successors, and assigns, as well as its agents and employees, and all other persons who are or might be liable, from any and all claims occurring as a result of the issuance of this Parade Permit.

Dated this 22 day of August, 2023



Name of person authorized to sign on behalf of organization and its officers



*Disperse at 3rd + Park/Sheldon*

### Center Color Fest Parade Assembly Area and Route

*Disperse at 3rd + Park/Sheldon*

\*\*\*Barricades should be placed at 1st & Park; 2nd & Church; 3rd & Church; and a short one at 4th and Church. For Safety only parade vehicles will be permitted in the staging area. Walkers and band students should be dropped off at the corner of 3rd and Church and walk into the staging area. Floats and vehicles should enter staging area on 4th Street.

# CITY OF RICHLAND CENTER STREET CLOSING APPLICATION FOR EVENTS

Date: 8-24-2023

Name of Event: ~~XXXXXX~~ Athletic Booster Club Duck Race

Name of Contact: JANE Bosworth

Telephone Number 608-485-3060

Alternate Contact: Tiffany Lenke

Telephone Number 951-795-3498

Name of Organization / Business requesting closure: Athletic Booster Club (RCHS)

Address: \_\_\_\_\_

Date of Event 9/29/2023

Street Closure Request: Court Street from Central to Church

Street will be closed between the hours of: immediately following the Homecoming Parade  
for ~~duration~~ about 30 minutes

Explain how the street closure will be marked such as cones or barricades: \_\_\_\_\_

Keep barricades used for the parade until after Duck Race is completed

Jane Bosworth  
Signature of Applicant (s)

Date filed with Clerk 8/28/23

Referred to Public Safety on \_\_\_\_\_

Action of Public Safety \_\_\_\_\_

\_\_\_\_\_



APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

Item 4.

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

FEE \$ 20.00

Application Date: 01/23/2023

Town Village City of Richland Center County of Richland

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

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/15/2023 and ending 09/15/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name Greater Richland Area Chamber of Commerce

(b) Address 397 West Seminary Street, Richland Center, WI (Street) Town Village City

(c) Date organized 08/10/2017

(d) If corporation, give date of incorporation 08/10/2017

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

(f) Names and addresses of all officers:

President Christy Adsit

Vice President Craig Woodhouse

Secretary Katie Bedford

Treasurer Darcy Ewing

(g) Name and address of manager or person in charge of affair: Sean Walsh 23887 County Highway E Richland Center, WI 53581

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 950 North Orange Street

(b) Lot All Block 49 Schoolcraft

(c) Do premises occupy all or part of building? NO

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

3. NAME OF EVENT

(a) List name of the event Hispanic Heritage Day

(b) Dates of event Sept 16, 2023 10:00am - 9:00pm

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature] (Signature/date)

Officer [Signature] 8-3-23 (Signature/date)

Date Filed with Clerk 8/14/2023

Date Granted by Council

Richland Chamber of Commerce (Name of Organization)

Officer [Signature] (Signature/date)

Officer Kathleen M. Bedford 8/3/2023 (Signature/date)

Date Reported to Council or Board

License No.

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

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

FEE \$ 10.00

Application Date: 07/25/2023

Town  Village  City of Richland Center

County of Richland

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

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/16/2023 and ending 09/16/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **Organization** (check appropriate box) →
- Bona fide Club
  - Church
  - Lodge/Society
  - Veteran's Organization
  - Fair Association or Agricultural Society
  - Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Assumption of the Blessed Virgin Mary Parish

(b) Address 160 W Fourth St. Richland Center. WI 53581  
(Street)  Town  Village  City

(c) Date organized \_\_\_\_\_

(d) If corporation, give date of incorporation 10/20/2006

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

(f) Names and addresses of all officers:

President Bishop William P. Callahan 3710 East Ave S. LaCrosse. WI 54

Vice President Msgr. Roger J. Scheckel. 160 W Fourth St. Richland Center. WI

Secretary Julie Peckham. 23747 Country Ln.. Richland Center. WI 53581

Treasurer Tom Delagrave. 1065 W Haseltine St.. Richland Center. WI 53581

(g) Name and address of manager or person in charge of affair: Msgr. Roger J. Scheckel

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

(a) Street number 160 W Fourth St.. Richland Center. WI 53581

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

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

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

3. **Name of Event**

(a) List name of the event St Mary of the Assumption Festival

(b) Dates of event 09/16/2023

#### DECLARATION

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

Officer [Signature] 7/25/23  
(Signature / Date)

Assumption of the Blessed Virgin Mary  
(Name of Organization)

Date Filed with Clerk 8/2/23

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

<b>October 6, 2023 - Richland Center Wine Walk 2023</b>				
<b>Event Time: 5:30-8:30 PM</b>				
<b>Sponsor:</b>	<b>The Greater Richland Area Chamber of Commerce</b>			
BUSINESS	ADDRESS	LOCATION FOR SERVING/CONSUMPTION	WINE & BEER	BEER ONLY
Advanced Pump & Well	278 W. Court St.	All	X	
J. Jay Walsh Jewelers	157 N. Main St.	All		X
Christy's Sunnyside	101 W. Court St.	1st floor of building		X
Creative Layers	142 S. Central Ave.	Front portion of building		X
Main St. Hobby & Bikes	165 N. Main St.	Front portion of building		X
Wallace, Cooper, & Elliott Insurance	197 S. Main St.	All portions of building	X	
Richland Family Resturant	211 N. Main St.	Front portion of building	X	
Essential Wellness	186 E. Mill St.	Lobby Area	X	
Herb Rx	145 W. Court St.	Front Retail Space	X	
Bailey Paint	182 E. Court St.	Downstairs	X	
Diploia	100 W. Court St.	Front prtion of building	X	
Kelly's Coffee House	196 W. Court St.	1st floor of building	X	
Computer Doctors	122 W. Court St.	1st floor of building	X	
Red Door Gallery	148 W. Court St.	All	X	
Court & Main Furniture / Mattress	172 W. Court St.	1st floor of building	X	
The Phoenix Center	100 S. Orange St.	All portions of building	X	
The Little Corner	159 E. Court St.	Front Room	X	
Added Touch Floral	339 N. Main St.	All	X	
Pine River Smoke Co.	249 W. Court St.	1st floor of building	X	
The Richland Locker	590 S. Main St.	All	X	
State Farm Insurance	172 S Main St.	All	X	
TKO Bar-BQ	165 W. Court St.	All	X	
Gym-Boree	142 E. Court St	All	X	
Los Amigos II	100 N. Main St	All	X	
<b>Locations Added After Initial Approval:</b>				