CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: **Administrative & Judiciary Committee**

DATE OF MEETING: April 6, 2016 (Wednesday)

PLACE OF MEETING: City Hall – 415 Main Street (Room 112)

TIME OF MEETING: 6:00 P.M.

PURPOSE OF MEETING

1. Call to Order and roll call.
2. Amend and Approval of minutes from the previous meeting.
3. Public Input: (limited to 3 minutes/individual)

Consideration and possible action on the following items:

Administrative

4. **Public Hearing: Approximately 6:00 PM (or immediately following Public Input) -** Public Hearing and Consideration of a Class "B" Outdoor Venue License at 910 2nd Avenue North, Onalaska for Two Beagles Brewpub.
5. Approval of Operator's Licenses as listed on report dated April 6, 2016
6. Approval of 2015-2016 Class B Liquor License for the following applicant:
   a. TWIN BEAGLES BREWING COMPANY, LLC d/b/a, TWO BEAGLES BREWPUB, 910 Second Avenue North, Onalaska, Wisconsin, 54650
7. Special Events Permits:
   a. Approval of March of Dimes Run/Walk – March for Babies on April 30, 2016 from 9am to 2pm in Rowe Park, Onalaska
   b. Approval of Celebrate Onalaska Event from noon on June 24, 2016 through 3pm on June 26, 2016 at Omni Center / Van Riper Park, Onalaska
   c. Approval of the Rugged Run on June 26, 2016 from 11am – 3pm starting at Van Riper Park, Onalaska
8. Approval of request/for Change of Agent for La Crosse Country Club, 300 Marcou Road, Onalaska to Mark Tennie.

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the Board may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

NOTICES MAILED TO:

Mayor Joe Chilsen	
* Ald. Barry Blomquist - Chair Jud	Andrea Patnode – March of Dimes
Ald. Jim Olson	Two Beagles Brewpub
Ald. Bob Muth.	Renate Hurd
Ald. Jim Bialecki	Robert Hurd
* Ald. Harvey Bertrand – Chair Admin & Vice Chair Jud	Betty Sebring
*Ald. Jim Binash - Vice Chair Admin	
City Attorney Dept Heads Charter Com. WXOW	
La Crosse Tribune Onalaska Holmen Courier Life	
WIZM WKTY WLXR WKBH WKBT WLSU	

*Committee Members

Date Notices Mailed and Posted: 3-30-16

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

9. Approval of request/denial from family for burial of ashes for Don J. Hurd in Block 140, Lot 6, Grave 4 with ashes of parents.

10. Review of 2-2-11 of the Code of Ordinances regarding special meetings.

11. Discussion and consideration of Animal Control Policies.

12. Miscellaneous licensing reporting

Judiciary

1. **Ordinance No. 1544-2016** to amend Chapter 1 of Title 10, Section 34 of the Code of Ordinances of the City of Onalaska relating to Removal of Illegally Parked Vehicles (First and Second Reading)

2. **Ordinance No. 1546-2016** to amend Chapter 4 of Title 2, Section 7 of the Code of Ordinances of the City of Onalaska relating to the Tourism Commission (First and Second Reading)

3. **Ordinance No. 1547-2016** to amend Chapter 2 of Title 6, Section 2 of the Code of Ordinances of the City of Onalaska relating to Sidewalk Permit required (Third and Final Reading)

4. **Ordinance No. 1548-2016** to amend Chapter 2 of Title 2, Section 11 of the Code of Ordinances of the City of Onalaska relating to Special Meetings (First and Second Reading)

5. **Ordinance No. 1549-2016** to amend Chapter 11 of Title 7, Section 1 of the Code of Ordinances of the City of Onalaska relating to Transient and Temporary Public Entertainments (Third and Final Reading)

6. **Ordinance No. 1550-2016** to amend Chapter 4 of Title 7, Section 4 of the Code of Ordinances of the City of Onalaska relating to Registration of Direct Sellers (Third and Final Reading)

7. **Ordinance No. 1551-2016** to amend Chapter 2 of Title 5, Section 9 of the Code of Ordinances of the City of Onalaska relating to Open Burning (Third and Final Reading)

8. **Ordinance No. 1552-2016** to amend Chapter 7 of Title 7, Section 1 of the Code of Ordinances of the City of Onalaska relating to Regulation of Fireworks (Third and Final Reading)

9. **Ordinance No. 1553-2016** to amend Section 60 of Article C of Chapter 1 of Title 15 of the Code of Ordinances of the City of Onalaska relating to Gas Licenses (Third and Final Reading

10. **Ordinance No. 1555-2016** to amend Title 11 Chapter 2 of the City of Onalaska Code of Ordinances related to Carrying Concealed Weapons Prohibited (First and Second Reading)

11. **Ordinance No. 1556-2016** to amend Title 7 Chapter 5 Section 9 of the City of Onalaska Code of Ordinances related to Failure to File a Room Tax Return (First and Second Reading)

Adjournment

NOTICE OF ACTION
BEFORE THE CITY OF ONALASKA
ADMINISTRATIVE AND JUDICIARY COMMITTEE

Please take notice that the City Administrative and Judiciary Committee for the City of Onalaska will be taking action on an Outdoor Venue License to allow serving liquor in an outdoor area for:

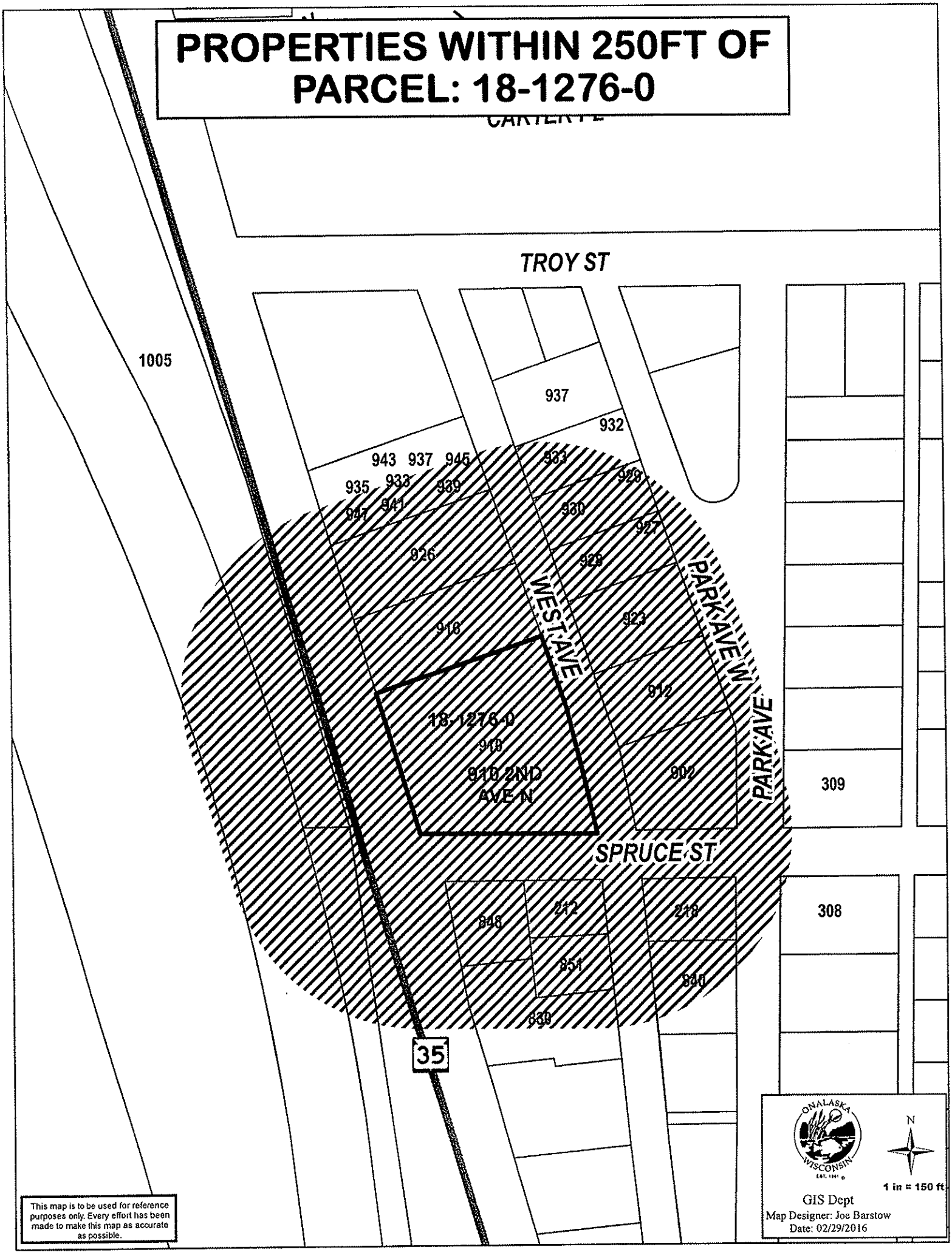
TWO BEAGLES BREWPUB
910 2ND AVENUE NORTH
ONALASKA, WI 54650
on
WEDNESDAY, APRIL 6, 2016

Meeting starts at 6pm at Onalaska City Hall, 415 Main Street, Onalaska, WI 54650,

Dated this 18th day of March 2016.

Cari Burmaster
City Clerk

PROPERTIES WITHIN 250FT OF PARCEL: 18-1276-0



This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

GIS Dept
Map Designer: Joe Barstow
Date: 02/29/2016

APPLICATION FOR OUTDOOR VENUE LICENSE License No. 04649

Pre-requisite: Must currently have a Class A or Class B Fermented Malt Beverage or Liquor Retailer's License

Original Application Fee $100.00

To the Common Council of the City of Onalaska: Annual Renewal Fee $15.00

Legal/Real Name: Twin Beagles Brewing Company, LLC

Address of Above: 910 2nd Ave N, Onalaska

Trade name of business: Two Beggles BrewPub

Address of premises to be licensed: 910 2nd Ave N, Onalaska

Description of proposed beer garden: (Must be specific: square feet, physical location, material made out of, etc) FRONT Patio area on West side of premises, limited to concreted/Fenced area.

A PLAN MUST ACCOMPANY THIS APPLICATION FOR FIRST-TIME APPLICANTS

Name of manager (First, Middle & Last) Steven P. Peters

Home address: 403 Cedar Bird Lane, Holmen

Home phone number: 608-797-6235

Daytime phone number: 608-797-6235

Date of Birth: 09-23-1969

License Period:

The above hereby makes application for a license to operate a Outdoor Venue at the above address within the City of Onalaska pursuant to provision of Title 7 of the Code of Ordinances for the City of Onalaska.

(Signature of Applicant)

2-15-2016
(Date)

OFFICE USE ONLY:
Copies to Police, Fire, Inspection, Health Dept.
For original applications: Attach a list of all property owners within 150 feet of the proposed licenses premises.
Signature and date:

Granted: License #:
OC # 428

CITY OF ONALASKA
SEQ#: R00034415 02/22/2016 2:32 PM
TRAN: 30 LICENSES
OPER: 01 TERM: 1
TKBY = CASH 01

04649-06/30/16 TWIN BEAGLES BREWING CO
VENUE - $100 INITIAL 100.00OR

Paid By:TWIN BEAGLES BREWING
CK 297.50 REF:SW - 1033

APPLIED 297.50
TENDERED 297.50
CHANGE 0.00

3-30-2016 9:49 AM F O R M S R E G I S T E R

PACKET: 01486 License Packet OPERATORS APRIL
SEQUENCE: License #

ID	PERIOD	NAME		LICENSE CODE	
01671	3/03/16- 6/30/17	RUSCH	CRYSTAL	OPRATOR	OPERATORS - 2 YEAR
01676	3/04/16- 6/30/17	FLUEGGE	JEREMY	OPRATOR	OPERATORS - 2 YEAR
01677	3/04/16- 6/30/17	QUAST	DANIEL	OPRATOR	OPERATORS - 2 YEAR
01679	3/07/16- 6/30/17	TENNIE	MARK	OPRATOR	OPERATORS - 2 YEAR
01680	3/07/16- 6/30/17	GEBHARDT	CHAD	OPRATOR	OPERATORS - 2 YEAR
01681	3/08/16- 6/30/17	MITCHELL	KRISTIN	OPRATOR	OPERATORS - 2 YEAR
01705	3/10/16- 6/30/17	TIRADO	ANTHONY	OPRATOR	OPERATORS - 2 YEAR
04470	7/01/16- 6/30/18	LIU	RONG	OPRATOR	OPERATORS - 2 YEAR
04667	3/29/16- 6/30/17	CHRISTIANSON	HALEY	OPRATOR	OPERATORS - 2 YEAR

snacpeterson...

04648

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

Applicant's WI Seller's Permit No.:	FEIN Number:
456-1029061498 02	47-3596518

LICENSE REQUESTED ▶

TYPE	FEE
☐ Class A beer	$
☑ Class B beer	$ 75.00
☐ Class C wine	$
☐ Class A liquor	$
☐ Class A liquor (cider only)	$ N/A
☑ Class B liquor	$ 112.50
☐ Reserve Class B liquor	$
☐ Class B (wine only) winery	$
Publication fee	$ 10.00
TOTAL FEE	$ 197.50

For the license period beginning APRIL 15, 20 16 ;
ending JUNE 30 20 16

TO THE GOVERNING BODY of the: ☐ Town of ☐ Village of ☑ City of } ONALASKA

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

1. The named ☐ INDIVIDUAL ☐ PARTNERSHIP ☑ LIMITED LIABILITY COMPANY ☐ CORPORATION/NONPROFIT ORGANIZATION
   hereby makes application for the alcohol beverage license(s) checked above.
2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): ▶
   TWIN BEAGLES BREWING COMPANY, LLC
   An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	PRESIDENT	STEVEN P PETERS	403 CEDAR BIRD LANE, HOLMEN, WI 54636
Vice President/Member	VICE PRESIDENT	CHRISTIE L PETERS	403 CEDAR BIRD LANE, HOLMEN, WI 54636
Secretary/Member			
Treasurer/Member			
Agent ▶	Steven Peters		
Directors/Managers			

3. Trade Name ▶ TWO BEAGLES BREWPUB Business Phone Number 608-797-6235
4. Address of Premises ▶ 910 2ND AVE N, ONALASKA WI Post Office & Zip Code ▶ 54650
5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? ☑ Yes ☐ No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☑ No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? ☐ Yes ☑ No
8. (a) **Corporate/limited liability company applicants only:** Insert state WISCONSIN and date 04/01/15 of registration.
   (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? ☐ Yes ☑ No
   (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☐ Yes ☑ No
   (NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)
9. 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.) ENTIRE PREMISES LOCATED AT 910 2ND AVE N, ONALASKA, WI
10. Legal description (omit if street address is given above): _____
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☑ Yes ☐ No
    (b) If yes, under what name was license issued? SEASONS BY THE LAKE
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] ☑ Yes ☐ No
13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☑ Yes ☐ No
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☑ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME
this 22nd day of February, 20 16

Caroline L. Burmaster
(Clerk/Notary Public)
My commission expires 10-18-19

Christie Peters
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

CHANGE
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CK 297
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0.50
0648 07/...
CLASS
CLASS B BEER
PUBLICATION FEE
CLASS B LIQUOR
TWIN BEAGLES
- 10...
BREWING CO
75.00
112.50
10.00
CITY OF ONALASKA
RECEIPT: 1
TRANS: 30 LICENSES
OPER: CL...
TERM...

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
2-22-16	4-12-16		Caroline L. Burmaster
Date license granted	**Date license issued**	**License number issued**	
4-12-16	4-13-16		

AT-106 (R. 7-15) Wisconsin Department of Revenue

CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 • www.cityofonalaska.com

SPECIAL EVENTS PERMIT APPLICATION

Cost: $ 0

Date: 3/3/16

(Please Print)

Application is for:

- ☐ Bicycle Races
- ☐ Marathons
- ☐ Parades
- ☐ Procession(s)
- ☒ Runs
- ☐ Block Party[1]
- ☐ Other:

Requestor Information		
Organization/Requestor Name: March of Dimes	Phone: (608) 729-7796	
Officer of Corporation or Director of Event: Jodi Legge — for questions RE walk and agenda to be sent Andrea Patnode apatnode@marchofdimes.org		
Address of Organization: 725 Heartland Trail, Suite 108		
City: Madison	State: WI	Zip: 53717
Contact Person: Jodi Legge	Phone: (608) 729-7796	
Address: 725 Heartland Trail, Suite 108		
City: Madison	State: WI	Zip: 53717
Purpose/Description of Event: The March for Babies is a walking event where participants come out in support of the March of Dimes mission toward improving the health of babies by preventing birth defects, premature birth and infant mortality.		

EVENT INFORMATION			
Name of Event: March for Babies	Date of Event: 4/30/16	Time (beginning): 9am *am pm*	Time (ending): 2pm *am pm*
Starting Point or Block to Be Closed: Rowe Park			
Route or Specific Location *(List Abutting Streets)*: Through Rowe Park			
Termination Point: Rowe Park			
Estimated Maximum Number of Units/Persons Attending Event: 250 - 300			

[1]Attach signatures of at least 51% of all households abutting the proposed block to be closed for said party

*** * NOTE * * CERTIFICATE OF INSURANCE REQUIRED,**

With the City of Onalaska listed as additional Insured.

Original Certificate of Insurance must accompany this application

SPECIAL EVENTS REQUIRED INFORMATION

The following information must be completed and received by the City of Onalaska City Clerk's Office no less than 30 days (60 days for special events) prior to the scheduled event for processing. Failure to provide complete information could void your permit and cancel your event. Also, a Special Event Permit is not valid until insurance has been provided, all fees have been paid, and all necessary approval signatures have been obtained.

TELL US ABOUT YOUR EVENT:

1. Will food be prepared and/or served at the event? ■ YES ☐ NO
   If yes, please explain in detail what food service you will provide:
   light lunch - snack type food and sandwiches

   (Please contact the La Crosse County Health Department (608) 785-9872 to sell/serve food)

2. Will alcoholic beverages be served/sold? ☐ YES ■ NO
   If yes, a "Special Class B" license will allow you to serve/sell beer and/or wine.

   (The Office of the City Clerk (608) 781-9530 will assist you with obtaining the license)

3. Will you be having a band or amplified music? ☐ YES ■ NO
   If yes, a Variance Permit may be needed.

   (Please contact the Onalaska Police Department (608) 781-9550 for additional information on noise and noise ordinance)

4. Do you require any special parking restrictions? ☐ YES ■ NO
   If yes, please indicate what type, when and where:

5. Will you require the use of any City Services and/or equipment?
   Barricades ☐ YES ☒ NO If yes, approximately how many: _____
   Cones ☐ YES ☒ NO If yes, approximately how many: _____
   Street Sweeper ☐ YES ■ NO If yes, approximate time needed: _____ a.m./p.m.

   (Please contact the Onalaska Public Works Department (608) 781-9537 to make arrangements)

6. Will temporary signage be used? ■ YES ☐ NO
   If yes, please indicate what type and where:

   Event sponsor banners and route signs, all at the park

   (Please contact the Onalaska Planning Department (608) 781-9590 to inquire about City Regulations)

7. Will there be a fireworks display? ☐ YES ■ NO
   If yes, please indicate what type and where:

   (Please contact the Office of the Fire Department (608) 781-9546 to inquire about City Regulations)

8. Do you have a plan in place to deal with any medical emergencies that may occur during your event? ■ YES ☐ NO
   If yes, please explain:

   Advising local ambulance service of event

   (The Onalaska Police Department (608) 781-9550 will assist you with defining your safety/security needs)

9. An emergency evacuation plan is needed. Please submit a plan not less than fourteen (14) business days prior to the event.

The Onalaska Police Department (608) 781-5850 will assist you with your plan. Need less Section 7 Check with first

10. Other special assistance requested

The event will start at 9am but we'll need to be there to set-up earlier. Likely around 7am

I understand the filing of this application does not ensure the issuance of this license. I also understand that all Special Events sponsors must comply with all applicable city Ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. Fees for park facilities, food sales permits, tent, signage, and fire works permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for denial of the event.

Hold Harmless, Indemnification and Defense
The applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Onalaska and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant organization, anyone directly or indirectly employed by any of them, or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

Signature of Applicant — 3/3/16 *Date*

Fees are Non-Refundable. Submit completed application along with any required information to:

Onalaska City Clerk's Office
415 Main Street
Onalaska, WI 54650

FOR OFFICE USE ONLY

Name & Date of Event: _____

City Clerk	X APPROVED	DENIED	Reason: _____	Date: 3-15-16
Fire Dept	X APPROVED	DENIED	Reason: _____	Date: 3-8-16
Police Dept	X APPROVED	DENIED	Reason: _____	Date: 3-14-16
Public Works	X APPROVED	DENIED	Reason: _____	Date: 3-14-16
Health Dept	APPROVED	DENIED	Reason: _____	Date: _____
Planning	X APPROVED	DENIED	Reason: 1st advertising prior to event, temp. sign application needed. 3-14-16	
Parks & Rec	X APPROVED	DENIED	Reason: _____	Date: 3/15/16

Site Diagram Sketch Attached: YES NO

GIS Dept: Map Prepared: _____

Insurance Required: YES NO Certificate of Insurance on File: YES NO COI Expires: _____

Special Class B License Required: YES NO Date of Special Class B Application: _____

Approved By A&J: _____ Date License Issued: _____ License No: _____

CITY OF ONALASKA

PLANNING DEPARTMENT, 415 MAIN STREET, ONALASKA, WI 54650
PHONE: (608) 781-9590 *FAX:* (608) 781-9506
www.cityofonalaska.com

SITE DIAGRAM SKETCH

Please sketch the proposed location of the event above or attach a site diagram. Note all buildings, parcel lines, right-of-ways, streets and alleys. Include on this map or attach a sketch of the proposed event barricades, concession stands, portable restrooms, bleachers and other structures that will be brought in for the event.

CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 •
www.cityofonalaska.com

EVENTS PERMIT FEE SCHEDULE

New Fee Schedule Effective March 22 2013

Permit fees shall be based upon the anticipated number of participants expected to attend the listed event, as determined by the City Clerk, and based upon the following fees. Permit fee is due when the application is submitted. Permit fee is nonrefundable if event is cancelled. If event is rescheduled for a date within 6-months, the permit fee would apply to the rescheduled date; if the event is rescheduled for a date later than 6-months of the original event date the permit fee is nonrefundable.

PERMIT TYPE	**PERMIT FEE**
BICYCLE RACES	$0
MARATHONS	$0
PARADES	$0
PROCESSION	$0
RUNS	$0
BLOCK PARTY	$0
SPECIAL EVENT	0 – 99 Participants = $0 100 – 500 Participants = $100.00 501 – 1,000 Participants = $250.00 Over 1,000 Participants = $500.00

CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 03/03/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
Aon Risk Services Northeast, Inc. New York NY Office 199 Water Street New York NY 10038-3551 USA	PHONE (A/C, No, Ext): (866) 283-7122	FAX (A/C, No,): (800) 363-0105
	E-MAIL ADDRESS:	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
March of Dimes Foundation 1275 Mamaroneck Ave White Plains NY 10605 USA	INSURER A: Great Northern Insurance Co.	20303
	INSURER B: Vigilant Ins Co	20397
	INSURER C: The Travelers Indemnity Co.	25658
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 570061348398 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER:			35812529	10/31/2015	10/31/2016	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$1,000,000 $1,000,000 $10,000 $1,000,000 $2,000,000 $2,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS X HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY X Coll Ded $1,000 / X Comp Ded $1,000			73525021	10/31/2015	10/31/2016	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$1,000,000
C	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $10,000			ZUP71M167671SNF	10/31/2015	10/31/2016	EACH OCCURRENCE AGGREGATE Products/Completed O	$5,000,000 $5,000,000 $5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		1671737006	10/31/2015	10/31/2016	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	$1,000,000 $1,000,000 $1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Event: March for Babies Location: Rowe Park 710 Hilltopper Place, Onalaska, WI Date: April 30, 2016
City of Onalaska is included as Additional Insured in accordance with the policy provisions of the General Liability policy.

CERTIFICATE HOLDER

City of Onalaska
415 Main Street
Onalaska WI 54650 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aon Risk Services Northeast Inc.

Holder Identifier :

Certificate No : 570061348398

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march of dimes
march for babies

March of Dimes Event
Safety Inspection Checklist
(Before, during and after the event)

Location: Rowe Park

Name
March for Babies
Date
4/30/16

PROJECT: March for Babies 2011 MOD Event Safety Inspection Checklist (#MFB11-037)

SITE ACCESS /EGRESS	Yes	No	NA	Comments
1. Are entrances/exits clear?	☐	☐	☐	
2. Can emergency vehicles gain access?	☐	☐	☐	
3. Have staff / emergency personnel been trained, and are they in place?	☐	☐	☐	
4. Are pedestrians segregated from vehicles?	☐	☐	☐	
5. Have adequate signs been provided?	☐	☐	☐	
6. Has maximum site/room capacity been adhered to?	☐	☐	☐	
7. Have any permits been issued for walksite protestors/demonstrators (e.g., PETA)?	☐	☐	☐	
8. If so, has an appropriate area been cordoned off for protestors?	☐	☐	☐	
FIRE PROTECTION	**Yes**	**No**	**NA**	**Comments**
1. Is your local fire department well acquainted with your facilities, its location and specific hazards?	☐	☐	☐	
2. Fire exposures identified?	☐	☐	☐	
3. Fire exposures controlled?	☐	☐	☐	
4. Are portable fire extinguishers provided in adequate number and type?	☐	☐	☐	
5. Are fire extinguishers in readily accessible locations?	☐	☐	☐	
6. Are fire extinguishers fully charged?	☐	☐	☐	

SITE CONDITION, WEATHER AND TEMPERATURE	Yes	No	NA	Comments
1. Are all work sites clean and orderly?	☐	☐	☐	
2. Have toilets been provided where required?	☐	☐	☐	
3. Have current weather conditions created new hazards that need to be addressed, e.g., flooded areas, ice, fallen trees, etc.?	☐	☐	☐	
4. Are toilets accessible, clean and monitored regularly?	☐	☐	☐	
5. Is site free from tripping hazards, e.g., cables, potholes, footpath defects?	☐	☐	☐	
6. Are permanent fixtures in good condition, e.g., seats, fencing, signage?	☐	☐	☐	
7. Are aisles and passageways clear?	☐	☐	☐	
8. Is there safe clearance for walking areas where motorized equipment is operating?	☐	☐	☐	
9. Are materials or equipment stored in such a way that they will not interfere with the walkway?	☐	☐	☐	
10. Are waste bins in place? Do they include recycling bins for glass, paper, and plastic? Are they monitored regularly?	☐	☐	☐	
11. Are grates or similar covers over floor openings such as drains?	☐	☐	☐	
12. Have tent stakes been clearly marked with cones, flags, etc.?	☐	☐	☐	
13. Have weather conditions been evaluated and measures put in place in terms of lightning, extreme cold and intense heat?	☐	☐	☐	
PORTABLE LADDERS, TOOLS AND EQUIPMENT	**Yes**	**No**	**NA**	**Comments**
1. Are non-slip safety feet provided on each ladder?	☐	☐	☐	
2. Are ladder rungs and steps free of grease and oil?	☐	☐	☐	
3. Are employees instructed to face the ladder when ascending or descending?	☐	☐	☐	
4. Are employees prohibited from using ladders that are broken? Have broken or missing steps, rungs, cleats side rails or other parts been fixed?	☐	☐	☐	
5. Are employees instructed not to use the top step of an ordinary stepladder as a step?	☐	☐	☐	
6. Are portable metal ladders legibly marked with signs reading "CAUTION – Do Not Use Around Electrical Equipment" or equivalent wording?	☐	☐	☐	

7. Are metal ladders inspected for damage?	☐	☐	☐	
8. Are all tools and equipment in good condition?	☐	☐	☐	
COMPRESSED GAS CYLINDERS	**Yes**	**No**	**NA**	**Comments**
1. Are cylinders legibly marked to clearly identify the gas contained?	☐	☐	☐	
2. Are compressed gas cylinders stored in areas that are protected from external heat sources such as flames, intense radiant heat and moving vehicles?	☐	☐	☐	
3. Are cylinders located or stored in areas where they will not be subjected to tampering by unauthorized persons?	☐	☐	☐	
4. Are cylinders stored or transported in a manner to prevent them from tipping, falling or rolling?	☐	☐	☐	
5. Are valve protectors always placed on cylinders when the cylinders are not in use or connected for use?	☐	☐	☐	
6. Are "NO SMOKING" signs posted on liquefied petroleum gas tanks?	☐	☐	☐	
7. Are liquefied petroleum storage tanks guarded to prevent damage from vehicles?	☐	☐	☐	
ELECTRICAL	**Yes**	**No**	**NA**	**Comments**
1. Are portable electrical tools and equipment grounded or double-insulated?	☐	☐	☐	
2. Do extension cords have a grounding conductor?	☐	☐	☐	
3. Are multiple plug adapters prohibited?	☐	☐	☐	
4. Are all panels or switches marked with voltage?	☐	☐	☐	
5. Are extension cords prohibited from being run through doors and windows?	☐	☐	☐	
MATERIAL HANDLING	**Yes**	**No**	**NA**	**Comments**
1. Training completed for unloading of vehicles?	☐	☐	☐	
2. Is there a weight limit for carrying items?	☐	☐	☐	
3. Are there guidelines for setting up tables?	☐	☐	☐	
4. Are there guidelines for setting up banners?	☐	☐	☐	
5. Are hand trucks maintained in safe operating condition?	☐	☐	☐	
6. Are cooking areas protected?	☐	☐	☐	

7. Are hot surfaces indicated by signs?	☐	☐	☐	
8. Are hot surfaces blocked off?	☐	☐	☐	
9. Are hazardous areas barricaded?	☐	☐	☐	
RECORDKEEPING	**Yes**	**No**	**NA**	**Comments**
1. Are all injuries and illnesses being recorded?	☐	☐	☐	
2. Are operating permits and records up to date for such items as air pressure tanks and liquefied petroleum gas tanks?	☐	☐	☐	
3. Have emergency contact names and phones numbers been provided to all those with event responsibilities?	☐	☐	☐	
4. Has any damage to permanent facilities, buildings and grounds been recorded and reported?	☐	☐	☐	
MEDICAL SERVICES AND FIRST AID	**Yes**	**No**	**NA**	**Comments**
1. Are first aid kits easily accessible, stocked with necessary supplies, periodically inspected and replenished as needed?	☐	☐	☐	
2. Is control center in place with working public address system?	☐	☐	☐	
3. Have food items containing peanuts (nuts) been clearly identified for consumers?	☐	☐	☐	
POST EVENT	**Yes**	**No**	**NA**	**Comments**
1. Have all attractions been dismantled and removed?	☐	☐	☐	
2. Have all exhibitors vacated the venue?	☐	☐	☐	
3. Have all vehicles left the venue?	☐	☐	☐	
4. Have all temporary markers, sign, stakes, rope, flags and banners been removed?	☐	☐	☐	
5. Has any damage to permanent facilities, buildings and grounds been recorded and reported?	☐	☐	☐	

CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 • www.cityofonalaska.com

SPECIAL EVENTS PERMIT APPLICATION

Date: 2/26/16

Cost: $500

(Please Print)

Application is for:

- ☐ Bicycle Races
- ☐ Marathons
- ☐ Parades
- ☐ Procession(s)
- ☐ Runs
- ☐ Block Party[1]
- ☒ Other:

Requestor Information		
Organization/Requestor Name: Onalaska Enhancement Foundation	Phone: ( )	
Officer of Corporation or Director of Event: Jeff Trotnic		
Address of Organization: 415 Main Street		
City: Onalaska	State: Wi	Zip: 54650
Contact Person: Jeff Trotnic	Phone: (608) 498-1550	
Address: 1124 Johnson St		
City: Onalaska	State: WI	Zip: 54650
Purpose/Description of Event: Celebrate Onalaska -town festival with several events around and inside the Omni Center		

EVENT INFORMATION			
Name of Event: Celebrate Onalaska	Date of Event: June 24th - 26th, 2016	Time (beginning) 12:00pm *am/pm*	Time (ending) 3:00pm *am/pm*
Starting Point or Block to Be Closed: West of Property line of 1363 3rd Ave N, Onalaska WI 54650			
Route or Specific Location *(List Abutting Streets)*: Riders Club Road, Omni Center, Van Riper Park			
Termination Point: West Driveway of the Pool/Park/Omni Center Parking Lot			
Estimated Maximum Number of Units/Persons Attending Event:			

[1]Attach signatures of at least 51% of all households abutting the proposed block to be closed for said party

*** * NOTE * * CERTIFICATE OF INSURANCE REQUIRED,**

*With the **City of Onalaska** listed as additional Insured.*

Original Certificate of Insurance must accompany this application

SPECIAL EVENTS REQUIRED INFORMATION

The following information must be completed and received by the City of Onalaska City Clerk's Office no less than 30 days (60 days for special events) prior to the scheduled event for processing. Failure to provide complete information could void your permit and cancel your event. Also, a Special Event Permit is not valid until insurance has been provided, all fees have been paid, and all necessary approval signatures have been obtained.

TELL US ABOUT YOUR EVENT:

1. Will food be prepared and/or served at the event? ■ YES ☐ NO
   If yes, please explain in detail what food service you will provide: Friday Fish Fry provided by Blue Moon/ Pancake Breakfast Saturday & Sunday by Onalska Rotary/ Concessions supplied by Celebrate Onalsaka & Festival Foods/ BBQ Contest sponsored by Holmen Rotary (all parties responsible for obtaining health department approval to sell/serve food)

   (Please contact the La Crosse County Health Department (608) 785-9872 to sell/serve food)

2. Will alcoholic beverages be served/sold? ■ YES ☐ NO
   If yes, a "Special Class B" license will allow you to serve/sell beer and/or wine.

   (The Office of the City Clerk (608) 781-9530 will assist you with obtaining the license)

3. Will you be having a band or amplified music? ■ YES ☐ NO
   If yes, a Variance Permit may be needed.

   (Please contact the Onalaska Police Department (608) 781-9550 for additional information on noise and noise ordinance)

4. Do you require any special parking restrictions? ■ YES ☐ NO
   If yes, please indicate what type, when and where:

   Riders Club Road west of 1363 3rd Ave N to West entrance of Pool/Van Riper Park/Omni Center on Friday (6/24/16) through Sunday (6/26/15)

5. Will you require the use of any City Services and/or equipment?
   Barricades ☐ YES ☐ NO If yes, approximately how many: _____
   Cones ■ YES ☐ NO If yes, approximately how many: _____
   Street Sweeper ☐ YES ■ NO If yes, approximate time needed: _____ a.m./p.m.

   (Please contact the Onalaska Public Works Department (608) 781-9537 to make arrangements)

6. Will temporary signage be used? ■ YES ☐ NO
   If yes, please indicate what type and where:

   Celebrate Onalaska signs will be posted around the community to inform citizens of event information

   (Please contact the Onalaska Planning Department (608) 781-9590 to inquire about City Regulations)

7. Will there be a fireworks display? ■ YES ☐ NO
   If yes, please indicate what type and where:

   This event will run at the same time as Festival Foods Fireworks. Festival will be obtaining their own permits

   (Please contact the Office of the Fire Department (608) 781-9546 to inquire about City Regulations)

8. Do you have a plan in place to deal with any medical emergencies that may occur during your event? ■ YES ☐ NO
   If yes, please explain:

   First responders will be on site

   (The Onalaska Police Department (608) 781-9550 will assist you with defining your safety/security needs)

9. An emergency/evacuation plan is needed. Please submit a plan not less than fourteen (14) business days prior to the event.

(The Onalaska Police Department (608) 781-9550 will assist you with your plan)

10. Other special assistance requested:

I understand the filing of this application does not ensure the issuance of this license. I also understand that all Special Events sponsors must comply with all applicable city Ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. Fees for park facilities, food sales permits, tent, signage and fireworks permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for denial of the event.

Hold Harmless Indemnification and Defense.
The applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Onalaska and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them, or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

_____ 3-3-16
Signature of Applicant *Date*

Fees are Non-Refundable. Submit completed application along with any required information to:

Onalaska City Clerk's Office
415 Main Street
Onalaska, WI 54650

FOR OFFICE USE ONLY

Name & Date of Event: _____

City Clerk	☒ APPROVED	☐ DENIED	Reason: _____	Date: 3-15-16
Fire Dept	☒ APPROVED	☐ DENIED	Reason: _____	Date: 3-9-16
Police Dept	☒ APPROVED	☐ DENIED	Reason: _____	Date: 3-14-16
Public Works	☒ APPROVED	☐ DENIED	Reason: _____	Date: 3-14-16
Health Dept	☐ APPROVED	☐ DENIED	Reason: _____	Date: _____
Planning	☒ APPROVED	☐ DENIED	Reason: Prior to sign Installation, obtain temp sign approval	Date: 3-14-16
Parks & Rec	☒ APPROVED	☐ DENIED	Reason: _____	Date: 3/15/16

Site Diagram Sketch Attached: ☐ YES ☐ NO

GIS Dept. Map Prepared: ____/____/____

Insurance Required: ☐ YES ☐ NO Certificate of Insurance on File: ☐ YES ☐ NO COI Expires: ____/____/____

Special Class B License Required: ☐ YES ☐ NO Date of Special Class B Application: ____/____/____

Approved By A&J: ____/____/____ Date License Issued: ____/____/____ License No: _____

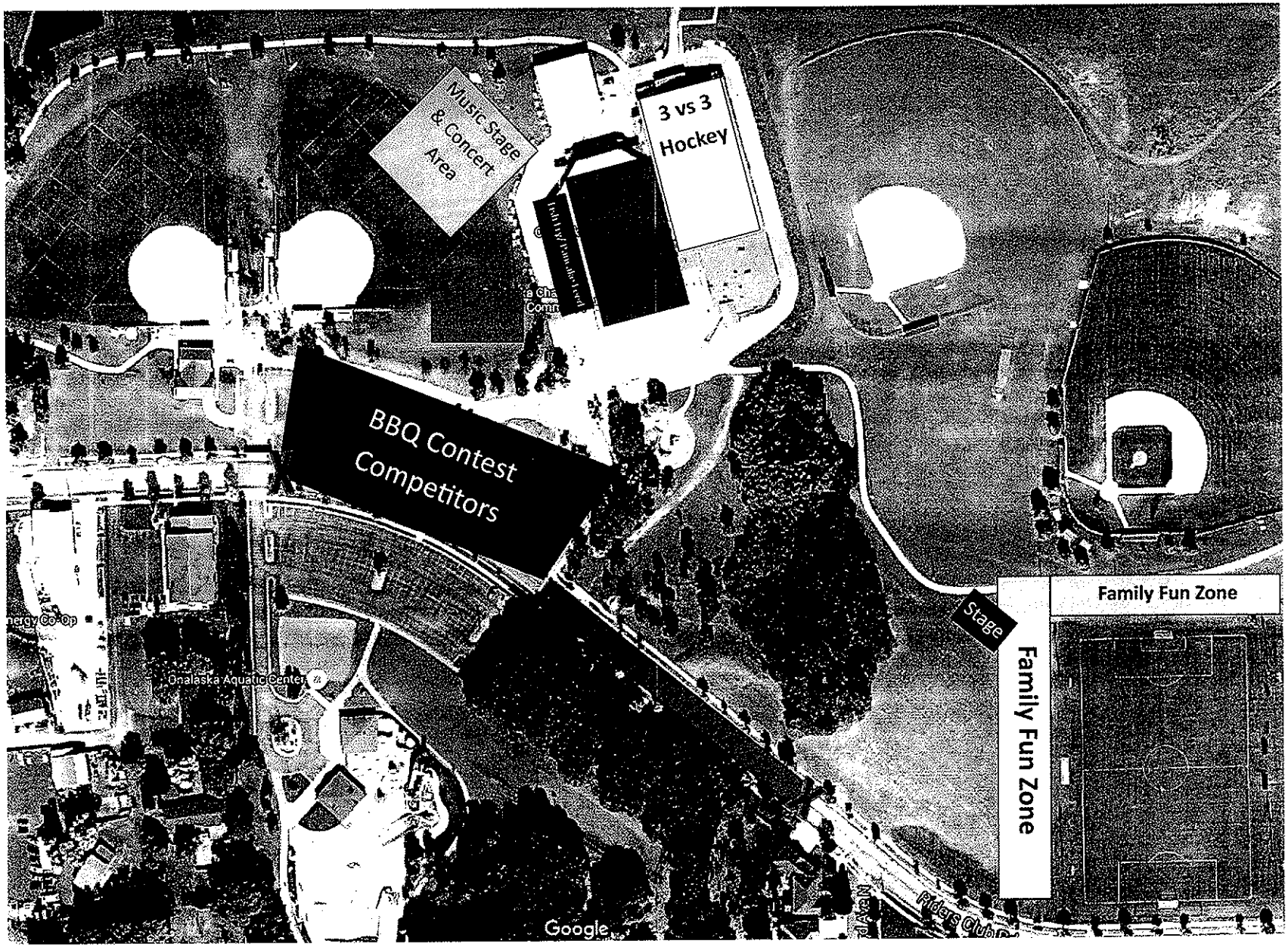
CITY OF ONALASKA

PLANNING DEPARTMENT, 415 MAIN STREET, ONALASKA, WI 54650
PHONE: (608) 781-9590 *FAX:* (608) 781-9506
www.cityofonalaska.com

SITE DIAGRAM SKETCH

Please sketch the proposed location of the event above or attach a site diagram. Note all buildings, parcel lines, right-of-ways, streets and alleys. Include on this map or attach a sketch of the proposed event barricades, concession stands, portable restrooms, bleachers and other structures that will be brought in for the event.

X = Where the Road is Closed



Onalaska Enhancement Foundation

415 Main St, Onalaska, WI 54650 - (608) 781-9530 - Fax (608) 781-9535

The Onalaska Enhancement Foundation is requesting a Special Events Permit for "Celebrate Onalaska" which will be held Friday, June 24th 2016 start at Noon through Sunday, June 26th 2016.

The event will consist of many different activities:

Pancake Breakfast help by Onalaska Rotary Saturday & Sunday from 7:00am – 10:00am.
Fish Fry held by Blue Moon Friday from 4:00 – 8:00pm.
Live Music & Entertainment played Friday and Saturday during the event.
A Dart Tournament held on Friday & Saturday during the event.
A BBQ Cook off held Saturday from 10:00am – 4:00pm.
A Gift and Craft Market on Saturday during the festival.
A High School Volleyball tournament on Saturday from 8:00am – 5:00pm.
A 3 vs 3 Hockey tournament on Saturday from 8:00am – 5:00pm.
Youth Softball and Baseball games on Saturday from 10:00am – 4:00pm.
A 16" Softball game starting Saturday at 6:00pm.
A Family Fun Zone Saturday from 4:00pm -10:00pm.
A sunrise church service on Sunday starting at Dawn.
The Rugged Run obstacle course race on Sunday from 11:00am – 3:00pm.

We are requesting that Riders Club Road be closed west of the property line at 1363 3rd Ave N. to west driveway entrance to the Onalaska Aquatic Center/Van Riper Park/Omni Center.

This event will run in conjunction with Festival Foods "Celebrating the Fourth Fireworks". Festival Foods and La Crosse Skyrockers are responsible for obtaining permits and insurance for the fireworks.

If further information is needed, please contact Jeff Trotnic at (608) 498-1550 or jtrotnic@cityofonalaska.com
Thank You.

Jeff Trotnic

CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650-2953 • (608) 781-9530 *fax* (608) 781-9534 • www.cityofonalaska.com

SPECIAL EVENTS PERMIT APPLICATION

Cost: $_____

Date: 3-15-16

(Please Print)

Application is for:

- ☐ Bicycle Races
- ☐ Marathons
- ☐ Parades
- ☐ Procession(s)
- ☒ Runs
- ☐ Block Party[1]
- ☐ Other: _____

Requestor Information

Organization/Requestor Name: City of Onalaska Park & Rec	Phone: (608) 781-9520	
Officer of Corporation or Director of Event: Marcus Aumann		
Address of Organization: 415 Main St.		
City: Onalaska	State: WI	Zip: 54650
Contact Person: Marcus Aumann	Phone: (608) 781-9520	
Address: 415 Main St.		
City: Onalaska	State: WI	Zip: 54650
Purpose/Description of Event: The Rugged Run 2 mile Obstacle Run		

EVENT INFORMATION

Name of Event	Date of Event	Time (beginning)	Time (ending)
The Rugged Run	6-26-16	11:00 am/pm	3:00 am/pm

Starting Point or Block to Be Closed: Van Riper Park

Route or Specific Location *(List Abutting Streets)*: 0 Roads - Route is in the Park

Termination Point: Van Riper Park

Estimated Maximum Number of Units/Persons Attending Event: 300

[1]*Attach signatures of at least 51% of all households abutting the proposed block to be closed for said party*

*** * NOTE * * CERTIFICATE OF INSURANCE REQUIRED,**

With the City of Onalaska listed as additional Insured.

Original Certificate of Insurance must accompany this application

SPECIAL EVENTS REQUIRED INFORMATION

The following information must be completed and received by the City of Onalaska City Clerk's Office no less than 30 days (60 days for special events) prior to the scheduled event for processing. Failure to provide complete information could void your permit and cancel your event. Also, a Special Event Permit is not valid until insurance has been provided, all fees have been paid, and all necessary approval signatures have been obtained.

TELL US ABOUT YOUR EVENT:

1. Will food be prepared and/or served at the event? ☐ YES ☒ NO
   If yes, please explain in detail what food service you will provide:

   (Please contact the La Crosse County Health Department (608) 785-9872 to sell/serve food)

2. Will alcoholic beverages be served/sold? ☒ YES ☐ NO
   If yes, a "Special Class B" license will allow you to serve/sell beer and/or wine.

   (The Office of the City Clerk (608) 781-9530 will assist you with obtaining the license)

   Celebrate Onalaska will be holding this.

3. Will you be having a band or amplified music? ☐ YES ■ NO
   If yes, a Variance Permit may be needed.

   (Please contact the Onalaska Police Department (608) 781-9550 for additional information on noise and noise ordinance)

4. Do you require any special parking restrictions? ☐ YES ☒ NO
   If yes, please indicate what type, when and where:

5. Will you require the use of any City Services and/or equipment?
   Barricades ☒ YES ☐ NO If yes, approximately how many: _____
   Cones ☒ YES ☐ NO If yes, approximately how many: _____
   Street Sweeper ☐ YES ☐ NO If yes, approximate time needed: _____ a.m./p.m.

   (Please contact the Onalaska Public Works Department (608) 781-9537 to make arrangements)

6. Will temporary signage be used? ☒ YES ☐ NO
   If yes, please indicate what type and where:
   Yard signs + Banners the week of the Event

   (Please contact the Onalaska Planning Department (608) 781-9590 to inquire about City Regulations)

7. Will there be a fireworks display? ☐ YES ☒ NO
   If yes, please indicate what type and where:

   (Please contact the Office of the Fire Department (608) 781-9546 to inquire about City Regulations)

8. Do you have a plan in place to deal with any medical emergencies that may occur during your event? ☒ YES ☐ NO
   If yes, please explain: First Aid certified staff on site + phones to call 911

   (The Onalaska Police Department (608) 781-9550 will assist you with defining your safety/security needs)

9. An emergency/evacuation plan is needed. Please submit a plan not less than fourteen (14) business days prior to the event.

(The Onalaska Police Department (608) 781-9550 will assist you with your plan)

10. Other special assistance requested:

I understand the filing of this application does not ensure the issuance of this license. I also understand that all Special Events sponsors must comply with all applicable city Ordinances, traffic rules, park rules, state health laws, fire codes and liquor licensing regulations. Fees for park facilities, food sales permits, tent, signage and fireworks permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for denial of the event.

Hold Harmless Indemnification and Defense.
The applicant and/or the organization agrees to indemnify, defend and hold harmless the City of Onalaska and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them, or anyone whose acts any of them may be liable, except where caused by the sole negligence or willful misconduct of the City.

MA _____ 3-15-16
Signature of Applicant *Date*

Fees are Non-Refundable. Submit completed application along with any required information to:

Onalaska City Clerk's Office
415 Main Street
Onalaska, WI 54650

FOR OFFICE USE ONLY

Name & Date of Event: Rugged Run 6/26/16

City Clerk	☑ APPROVED	☐ DENIED	Reason: _____	Date: 3-15-16
Fire Dept	☑ APPROVED	☐ DENIED	Reason: _____	Date: 3-16-16
Police Dept	☑ APPROVED	☐ DENIED	Reason: _____	Date: 3-17-16
Public Works	☑ APPROVED	☐ DENIED	Reason: _____	Date: 3-18-16
Health Dept	☐ APPROVED	☐ DENIED	Reason: _____	Date: _____
Planning	☑ APPROVED	☐ DENIED	Reason: Pull Temp. Sign Permit prior to sign installatio	Date: 3-21-16
Parks & Rec	☑ APPROVED	☐ DENIED	Reason: _____	Date: 3/21/16

Site Diagram Sketch Attached: ☐ YES ☐ NO

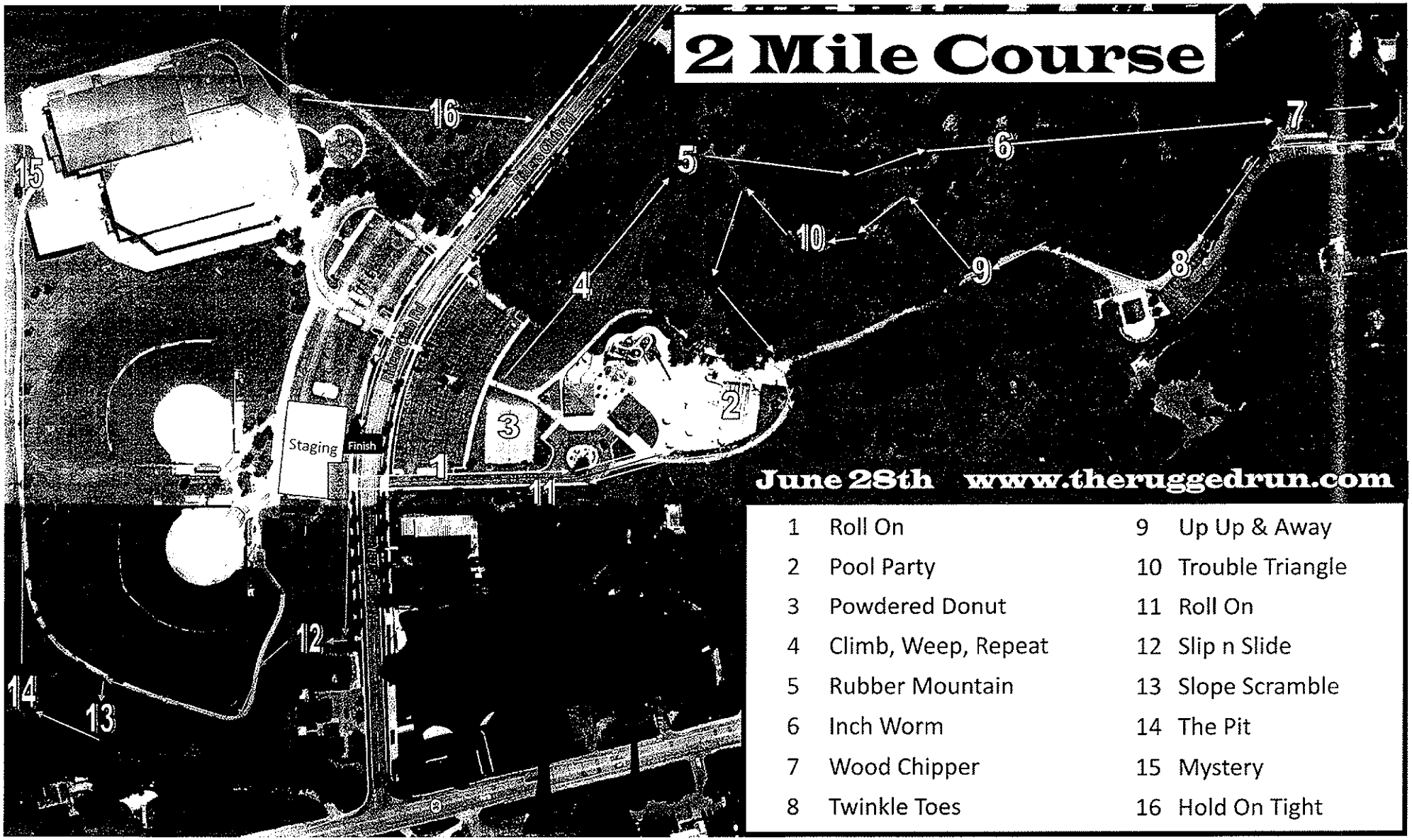
GIS Dept. Map Prepared: ____/____/____

Insurance Required: ☐ YES ☐ NO Certificate of Insurance on File: ☐ YES ☐ NO COI Expires: ____/____/____

Special Class B License Required: ☐ YES ☐ NO Date of Special Class B Application: ____/____/____

Approved By A&J: ____/____/____ Date License Issued: ____/____/____ License No: _____

1	Roll On	6	Roll On
2	Pool Party	7	Slip n Slide
3	Powdered Donut	8	Slope Scramble
4	The Climb	9	The Pit
5	Rubber Mountain	10	Hold On Tight


2 Mile Course
June 28th www.theruggedrun.com
Staging
Finish
1 Roll On
2 Pool Party
3 Powdered Donut
4 Climb, Weep, Repeat
5 Rubber Mountain
6 Inch Worm
7 Wood Chipper
8 Twinkle Toes
9 Up Up & Away
10 Trouble Triangle
11 Roll On
12 Slip n Slide
13 Slope Scramble
14 The Pit
15 Mystery
16 Hold On Tight

CITY OF ONALASKA
REC#: R00036151 03/17/2016 1:53 PM
TRAN: 198 REVENUE ACCOUNT
OPER: CL TERM: 1
TRAY: CASH 01

CHANGE OF AGENT LA CROSSE COUNTRY CLUB
REVENUE ACCOUNT 10.00
100-00000-44110 -10.00

Paid By:LA CROSSE COUNTRY CLUB
CA 20.00 Check#: La Crosse

APPLIED 10.00
TENDERED 20.00
CHANGE 10.00

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☑ City of Onalaska, La Crosse

The undersigned duly authorized officer(s)/members/managers of La Crosse Country Club
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

La Crosse Country Club
(trade name)

located at 300 Marcou Road, Onalaska WI 54650

appoints Mark Tennie
(name of appointed agent)

905 Liberty Street, La Crosse WI 54603
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☑ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☑ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 5 years

Place of residence last year 905 Liberty Street, La Crosse WI 54603

For: La Crosse Country Club
(name of corporation/organization/limited liability company)

By: Thomas J. Beck
(signature of Officer/Member/Manager)

And: Kevin Hagenah
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Mark Tennie, hereby accept this appointment as agent for the
(print/type agent's name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

(signature of agent) 3/15/16 *(date)* Agent's age 30

905 Liberty Street, La Crosse WI 54603 Date of birth 10/30/1985
(home address of agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ *(date)* by _____ *(signature of proper local official)* Title _____ *(town chair, village president, police chief)*

March 7, 2016

City of Onalaska

Administrative Judiciary Committee

215 Main Street

Onalaska, WI 54650

Gentlemen:

My husband Don J. Hurd sadly passed away on September 21, 2015.

Don was a native of Onalaska and wished to be interred with his parents, Charl and Lillian Lund, at Onalaska Cemetery.

The family has decided to perform this rite on Monday, May 23, 2016 at 10:00 in the morning.

We are asking your permission to open that grave in order to add Don's ashes to his parent's crypt. Please inform me whom I will have to notify and work with at the cemetery.

Sincerely,

Renate K. Hurd

Renate K. Hurd

4351 Mallard Lake Road

Spring Hill, FL 34609

(352) 797-0069

October 10, 2015

Administrative Judiciary Committee

City of Onalaska

Dear Committee Members,

We the undersigned, being siblings of Don J. Hurd, deceased 9/21/15, and children of Charl G. and Lillian I. Hurd, deceased and interred , Block 140, Lot 6, Grave 4, of the Onalaska Cemetery on 8/24/2001, request this grave site not be disturbed or disrupted in any fashion. We have reason to believe this Committee will receive a request for our deceased brother's cremated remains to be placed within this same grave site, as noted above.

We thank you for your consideration and ask that you please honor our request to leave our parent's grave site intact.

Sincerely,

Robert W. Hurd
(Owner of Lot 6, Grave 4 as Administrator of the Estate of Charl and Lillian Hurd, (Deceased)

Betty J. Sebring (Hurd)

William E. Hurd

Judith A. Blessing (Hurd)

Roberta J. LaFleur (Hurd)

Susan K. Papenfuss (Hurd)

(OVER)

Sec. 2-2-11 Special Meetings.

(a) Special meetings may be called by the Mayor or by two (2) Council Members upon notice of the time and purpose thereof being delivered at least six (6) hours before the meeting to each member of the Council by written notice delivered personally to each member or left at the member's usual abode at least (6) hours before the meeting unless an affirmative waiver of notice has been received. The City Clerk shall cause an affidavit of service of such notice to be filed in his/her office prior to the time fixed for such special meetings. Any special meeting attended by all Council Members shall be a regular meeting for the transaction of any business that may come before such meeting.

(b) Non-governmental parties requesting a special meeting of the Council shall pay a Twenty Five Dollar ($25.00) fee for such meeting.
State Law Reference: Sec. 62.11(2), Wis. Stats.

Sec. 2-2-12 Open Meetings.

Except as provided in Sec. 19.85, Wis. Stats., all meetings of the Common Council, committees
thereof, and boards, committees and commissions, shall be open to the public.

State Law Reference: Sec. 62.11(3)(c) and Ch. 19, Subch. IV, Wis. Stats.

Sec. 2-2-13 Quorum.

(a) Two-thirds (2/3)of the members-elect of the Common Council shall constitute a quorum, but a lesser number may adjourn if two-thirds (2/3) is not present or compel the attendance of absent members. The Mayor shall not be counted in computing a quorum. No action shall be taken unless a quorum is present.

(b) The Council may, by a majority vote of those present, adjourn from time to time to a specific date and hour.

Onalaska Police Department Animal Control Procedures

Humane Officer: The Coulee Region Humane Society Animal Control shall be the designated Humane Officer for the City of Onalaska, City of Onalaska Law Enforcement shall respond to calls from 10:00 p.m. to 7:00 a.m. The Humane Officer shall respond to calls from 7:00 a.m. to 10:00 p.m. Calls from 10:00 p.m. to 7:00 a.m. shall be handled as officers are available, with emergency calls taking precedence. Things that would constitute an emergency may include vicious animal bite, animals suspected of having rabies, animals that threaten human health or safety. These calls should be responded to as soon as possible

Stray Animals: Stray animals are any animals found loose or not under the immediate control of a competent person or owner. Stray animals found by the police department will be checked for identification by a rabies tag, name tag or city pet license. If the animal has any type of identification, reasonable efforts will be made to notify the owner as time allows.

Impoundment of Animals: Law enforcement may impound animals under the following situations:

1. Animals that are abandoned or stray animals
2. An unwanted animal delivered to law enforcement or the Humane Officer;
3. An dog not tagged as required by City ordinance or State law;
4. An animal not licensed in compliance with City ordinances;
5. An animal that is causing damage to persons/property;
6. An animal used in any crime under Chapter 951 Crimes against Animals or an animal that constitutes evidence of a crime;
7. An unwanted animal delivered to a veterinarian or an animal where the veterinarian has complied with the requirements under Wis. Stat. §173.13(2);
8. An animal delivered by Court Order
9. Where there are reasonable grounds to believe the animal poses significant threat to public health, safety or welfare.

If the owner of the animal has knowledge of the impoundment the officer must explain the procedure in which the owner can recover the animal and the procedure that will be followed if the animal is not returned to the owner. Where the owner does not consent to impoundment the officer must also provide the owner with information regarding the right for a hearing under Wis. Stat. §173.22. (a copy of the statute is satisfactory, see Exhibit A).

If the owner of the animal does not have knowledge of the impoundment, the animal shall be transferred to the Humane Officer's care at the first opportunity.

Food/Shelter for Impounded Animals. Impounded animals will be temporarily impounded at the Police Station until transport can be arranged to the Humane Society. The OPD shall provide shelter which has protection from elements, if inside ambient temperature should be compatible with animal health, is structurally sound and maintained in good repair and allows sufficient space for adequate freedom of movement. The shelter must be cleaned periodically to remove excreta and other waste. Water shall be provided at all times during impoundment. Food shall be provided as needed to ensure and maintain the animal in good health. OPD can only transport the animals to the humane society between the hours of 9:00-11:00 a.m. the following day. All unclaimed animals must be transported during that time daily.

Requirements of Animals Claimed in OPD Custody:

1. Cats and Dogs which were impounded due to being a stray, non-tagged, non-licensed or for causing property damage or delivered by a Veterinarian may be returned to their owner prior to transport to the Humane Society after all of the following:
   a. Owner claims the animal and provides reasonable evidence of ownership;
   b. Licensure is obtained or prepayment is shown (application and prepayment may be accepted by the Police Department)
   c. All charges for custody, care, vaccination and treatment are paid. Fees shall be set forth as listed in this policy.
2. Animals which were impounded for other reasons or whose owners are not able to provide the above listed requirements before transport to the Humane Society will need to work with the Humane Society for return of their animal.
3. Owners whose cats or dogs were at large should receive a $100 citation for cat/dog at large.

Fees

Intake Fee for all animals:	$50.00
Fee for Overnight Care/Shelter	$25.00 (Animals held for more than 1 hour)
Fee for Release	$25.00
Fee for Transport to Humane Society	$35.00

Injured Animals

Injured domesticated animals should be referred to a veterinarian for injuries or for humane euthanizing. In the event of an injured domesticated animal in which the owner cannot be determined, the OPD shall contact the on-call Veterinarian and arrange for transport. In rare circumstances where a domesticated animal is vicious and threatening public safety or is injured to the point that transport would be impossible, a gunshot to the head may be considered humane euthanasia. The City of Onalaska shall pay for emergency veterinarian services and shall collect the amounts owed from the animal's owner. The OPD shall forward any cases which required emergency veterinary service to the Finance Director for collection. Injured domesticated animals shall be treated like stray animals upon treatment, and shall be transported to the Humane Society if the owner cannot be ascertained.

Rabies Quarantine: Any cat, dog, or other animal which has bitten any other person, is infected with rabies or is suspected to have been in contact with a rabid animal shall upon demand of the OPD be held in quarantine for ten days. The animal shall be delivered to the Humane Society within twenty-four hours after the order is issued, except that the animal may be quarantined on the owner's premises if the animal is immunized against rabies as evidenced by a valid certificate of rabies vaccination or similar evidence. In the event an animal must be taken into custody under quarantine during the hours of 7:00-10:00 p.m., the animal shall be placed in a cage in the caged in area of the OPD and shall be kept separate from any other animals until the animal can be transported to the Humane Society or a veterinary hospital of the owner's choice.

Wildlife: Neither the City of Onalaska nor the Humane Society shall be responsible for the treatment or care of wild life in the City of Onalaska. If the OPD receives a call dealing with anything other than domesticated animals, the officer should make a judgment call based on the availability of officers and the type of assistance in which the OPD is being asked to provide In situations where wild life is

threatening the safety or well being of humans or interrupting the flow of traffic, the OPD should respond as they are able. Injured wild animals may be humanely euthanized as necessary. Dead wild animals may be referred to the public works department for pick up and disposal. Generally free ranging wildlife may be killed with a gunshot to the head unless doing so would threaten the safety or well-being of people in the area. If the animal is suspected of having rabies or has bitten another person or domesticated animal, a gun-short to the chest may be used to preserve the head for rabies testing. The animal carcass shall then be delivered to the on-call veterinarian to be sent for testing.

3/30/2016 9:40 AM L I C E N S E M A S T E R R E P O R T

LICENSES: ALL SORTED BY: LICENSE NUMBER EFFECTIVE

LICENSE CODES: Include: RECBURN-E EXPIRATIO

CLASSES: All COMMENT:

STATUS: ACTIVE PAY STATU

CITY LIMITS: INSIDE, OUTSIDE

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
00025	RECBURN-E	COYNE JOHN	ACTIVE	REC BURN	4/19/2012	
3/07/16-12/31/17		2810 MORNING GLORY PL		REC BURN		3/07/2016
00201	RECBURN-E	ZUMACH DARREN	ACTIVE	REC BURN	5/15/2012	
3/16/16-12/31/17		541 21ST AVE S		REC BURN		3/16/2016
00254	RECBURN-E	KACZOROWSKI JENNIF	ACTIVE	REC BURN	5/25/2012	
3/07/16-12/31/17		1528 HOFFMAN PL		REC BURN		3/07/2016
00766	RECBURN-E	BREILING KURTIS	ACTIVE	REC BURN	9/12/2012	
3/02/16-12/31/17		2220 QUARRY LN		REC BURN		3/02/2016
00780	RECBURN-E	LARSON KEN	ACTIVE	REC BURN	9/18/2012	
3/21/16-12/31/17		605 MADISON ST		REC BURN		3/21/2016
01684	RECBURN-E	LUNDE JEAN	ACTIVE	REC BURN	3/08/2016	
3/08/16-12/31/17		402 9TH AVE N		REC BURN		3/14/2016
01685	RECBURN-E	BROWN TYLER	ACTIVE	REC BURN	3/09/2016	
3/09/16-12/31/17		122 9TH AVE N		REC BURN		
01689	RECBURN-E	HOLTZ DONNA	ACTIVE	REC BURN	3/11/2016	
3/11/16-12/31/17		457 4TH AVE N		REC BURN		3/11/2016
01690	RECBURN-E	NERISON ERIN	ACTIVE	REC BURN	3/11/2016	
3/11/16-12/31/17		521 3RD AVE S		REC BURN		3/11/2016
01696	RECBURN-E	NOBLE AMY	ACTIVE	REC BURN	3/22/2016	
3/22/16-12/31/17		327 4TH AVE N		REC BURN		
01708	RECBURN-E	HOLDERNESS ANNETT	ACTIVE	REC BURN	3/29/2016	
3/29/16-12/31/17		550 3RD AVE N		REC BURN		3/29/2016
01711	RECBURN-E	MICKSCHL RICK	ACTIVE	REC BURN	3/29/2016	
3/29/16-12/31/17		421 HICKORY ST		REC BURN		3/29/2016

3/30/2016 9:40 AM

LICENSE MASTER REPORT

LICENSES: ALL
SORTED BY: LICENSE NUMBER
LICENSE CODES: Include: RECBURN-E
CLASSES: All
STATUS: ACTIVE
CITY LIMITS: INSIDE, OUTSIDE

EFFECTIVE
EXPIRATIO
COMMENT:
PAY STATU

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
01712	RECBURN-E	BOGGUS	AMANDA ACTIVE	REC BURN	3/29/2016	
3/29/16-12/31/17		915 8TH AVE N		REC BURN		3/29/2016
01713	RECBURN-E	MULLER	CHRIST ACTIVE	REC BURN	3/29/2016	
3/29/16-12/31/17		538 6TH AVE N		REC BURN		3/29/2016
01716	RECBURN-E	THIELKER	ANDREW ACTIVE	REC BURN	3/29/2016	
3/29/16-12/31/17		1040 JOHNSON ST		REC BURN		
02844	RECBURN-E	MUMM	JAMES ACTIVE	REC BURN	4/05/2013	
3/09/16-12/31/17		563 COURT RD		REC BURN		3/09/2016
03637	RECBURN-E	GOEDE	MARK ACTIVE	REC BURN	1/27/2014	
3/24/16-12/31/17		2301 GREENVIEW LN		REC BURN		3/24/2016
03732	RECBURN-E	PUESTOW	RON ACTIVE	REC BURN	3/17/2014	
3/21/16-12/31/17		443 MAYFAIR PL		REC BURN		3/21/2016
03742	RECBURN-E	SEIBEL	DAVID ACTIVE	REC BURN	3/20/2014	
3/04/16-12/31/17		605 SPRUCE ST E		REC BURN		3/04/2016
03766	RECBURN-E	HARPER	DAVID ACTIVE	REC BURN	3/26/2014	
3/24/16-12/31/17		1204 PINE ST		REC BURN		3/24/2016
03792	RECBURN-E	GOODENOUGH	DAVID ACTIVE	REC BURN	3/31/2014	
3/22/16-12/31/17		1053 LA CROSSE ST		REC BURN		3/22/2016
03811	RECBURN-E	BARNES	JIM & ACTIVE	REC BURN	4/04/2014	
3/10/16-12/31/17		2024 CRAIG LN E		REC BURN		3/10/2016
03822	RECBURN-E	BEST	DEBRA ACTIVE	REC BURN	4/08/2014	
3/07/16-12/31/17		836 6TH AVE N		REC BURN		3/07/2016
03823	RECBURN-E	JOHNS	SCOTT ACTIVE	REC BURN	4/09/2014	
3/07/16-12/31/17		210 9TH AVE N		REC BURN		3/07/2016

3/30/2016 9:40 AM

LICENSE MASTER REPORT

LICENSES: ALL
SORTED BY: LICENSE NUMBER
LICENSE CODES: Include: RECBURN-E
CLASSES: All
STATUS: ACTIVE
CITY LIMITS: INSIDE, OUTSIDE

EFFECTIVE
EXPIRATIO
COMMENT:
PAY STATU

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
03893	RECBURN-E	LIND	STEPHE ACTIVE	REC BURN	4/24/2014	
3/23/16-12/31/17		1108 VALLEY VUE DR		REC BURN		3/23/2016
04032	RECBURN-E	BJORNSON	DANELL ACTIVE	REC BURN	5/30/2014	
3/15/16-12/31/17		457 3RD AVE N		REC BURN		3/15/2016
04112	RECBURN-E	OTTO	RICK & ACTIVE	REC BURN	6/23/2014	
3/14/16-12/31/17		413 HICKORY ST		REC BURN		3/14/2016
04121	RECBURN-E	LATHROP	JOEL & ACTIVE	REC BURN	6/27/2014	
3/16/16-12/31/17		1318 MONROE ST		REC BURN		3/16/2016
04191	RECBURN-E	SCHULTZ	LANDON ACTIVE	REC BURN	7/25/2014	
3/23/16-12/31/17		842 PARK AVE		REC BURN		3/23/2016
04287	RECBURN-E	DUREN	WAYNE ACTIVE	REC BURN	9/26/2014	
3/29/16-12/31/17		940 KEITH PL		REC BURN		3/29/2016
04665	RECBURN-E	GREENE	ANTHON ACTIVE	REC BURN	3/21/2016	
3/21/16-12/31/17		1550 MAIN ST		REC BURN		

REPORT TOTALS: 31 LICENSES

ORDINANCE NO. 1544-2016

AN ORDINANCE TO AMEND CHAPTER 1 OF TITLE 10, SECTION 34 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REMOVAL OF ILLEGALLY PARKED VEHICLES

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title10, Chapter 1, Section34, of the City of Onalaska Code of Ordinances related to Removal of Illegally Parked Vehicles is hereby deleted in its entirety and replaced as follows:

Sec. 10-1-34 Removal of Illegally Parked Vehicles.

(a) **Hazard to Public Safety.** Any vehicle parked, stopped or standing upon a highway or public parking lot or ramp in violation of any of the provisions of this Chapter is declared to be a hazard to traffic and public safety.
(b) **Removal by Operator.** Such vehicle shall be removed by the operator in charge, upon request of any traffic officer, to a position where parking is permitted or to a private or public parking or storage premises.
(c) **Removal by Traffic Officer.** Any traffic officer after issuing a citation for illegal parking, stopping or standing of an unattended vehicle in violation of this Chapter, is authorized to remove such vehicle to a position where parking is permitted.
(d) **Removal by Private Towing Service.**

a. **Removal from Public Property.** The officer may order a motor carrier holding a permit to perform vehicle towing services, a licensed motor vehicle salvage dealer or a licensed motor vehicle dealer who performs vehicle towing services ("Towing Service") to remove and store such vehicle in any public storage garage or rental parking grounds or any facility of the person providing the towing services.

b. **Removal from Posted Private Property.** A Towing Service may, at the request of a private property owner who has posted private no parking signs in compliance with Wisconsin Statutes §349.13 as may be amended, remove and store such vehicle at the facility of the Towing Service.

c. **Removal from Non-Posted Private Property.** A Towing Service may, at the request of a private property owner who has ***not*** posted private no parking signs in compliance with Wisconsin Statutes on their property, remove and store such vehicle only after a citation for illegal parking has been issued by a law enforcement officer.

d. **Notification to the Police Department.** Prior to removal of a vehicle from private property in the City the Towing Service shall provide the City of Onalaska Police Department with notice by electronic mail, the following information:

1. Name and telephone number of the towing service.
2. Make and model of the vehicle being removed.
3. The license plate number of the vehicle being removed, unless license plates are not attached to the vehicle.
4. The vehicle identification number of the vehicle being removed, unless the vehicle identification number is not visible through the vehicle windshield adjacent to the left windshield pillar.

(e) **Towing and Storage Charges.** In addition to other penalties provided in this Chapter, the owner or operator of a vehicle so removed shall pay the actual cost of moving, towing and storage. If the vehicle is towed or stored by a Towing Service, actual charges regularly paid for such services shall be paid including a municipal services fee as set forth on the City of Onalaska Fee Schedule which shall be paid to the Towing Service and remitted by the Towing Service to the City of Onalaska. If the vehicle is stored in a public storage garage or rental facility, customary charges for such storage shall be paid. Upon payment, a receipt shall be issued to the owner of the vehicle for the towing or storage charge.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this ____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1544 – 2016 **Please route in this order**

Jeff Trotnic, Chief of Police _____
(signature)

☑ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1546-2016

AN ORDINANCE TO AMEND CHAPTER 4 OF TITLE 2, SECTION 7 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO THE TOURISM COMMISSION

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 2, Chapter 4, Section 7, of the City of Onalaska Code of Ordinances related to the Onalaska Tourism Commission is hereby deleted in its entirety and replaced as follows:

Sec. 2-4-7 Room Tax Commission.

(a) **Membership and Organization.** The Room Tax Commission shall consist of five (5) members who shall be selected as follows: One (1) member of the Common Council of the City of Onalaska shall be appointed by the Mayor and confirmed by the Council. Two (2) members shall be appointed by the Mayor who are residents of the City of Onalaska and are owners or managers of businesses located in the City of Onalaska and who are not members of the Common Council, subject to confirmation by the Council. One (1) member shall be a representative of the Wisconsin hotel and motel industry. One (1) member shall be either a member of the Common Council of the City of Onalaska or a citizen residing in the City of Onalaska who shall be appointed by the Mayor and confirmed by the Council. All members of the commission shall serve for a one (1) year term from the date of appointment. Any vacancies occurring on the Room Tax Commission shall be filled by appointment by the Mayor, subject to confirmation of the Council. Any person so appointed shall serve the balance of the term of the person causing the vacancy. The Commission shall choose a Chairperson, Vice-Chairperson and such other officers as it deems appropriate.

(b) **Meetings.** Meetings may be held under call of the Chairperson of the Commission or if requested in writing by three (3) members of the Commission filed with the City Clerk, in which event, the City Clerk shall notify all members of the coming meeting. At least twenty-four (24) hours' notice shall be allowed under this procedure. The City Clerk shall give written notice of each meeting to the Mayor and to all members of the Room Tax Commission. Three (3) members shall constitute a quorum. Such regular meetings shall be open to the public.

(c) **Powers.** The Room Tax Commission shall require for all organizations, whether private or governmental, who receive funds hereunder, an annual accounting of the application of all room tax funds designated for tourism development and tourism promotion ("Tourism Funds"). The Room Tax Commission shall designate the use of all Tourism Funds of the City of the Onalaska.

(d) **Statutory Authority.** The Room Tax Commission shall be the entity in which room tax is allocated for the City of Onalaska pursuant to Wis. Stat. 66.0615 as may be amended from time to time.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1546 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

Name Change

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1547-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 6, SECTION 2 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO SIDEWALK PERMIT REQUIRED

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 6, Chapter 2, Section 2, Subsection (d)(1) of the City of Onalaska Code of Ordinances related to Sidewalk Permit Required is hereby deleted in its entirety and replaced as follows:

> (d) **Sidewalk Permit Required.**
> (1) No person shall hereafter lay, remove, replace or repair any public sidewalk within the City unless they are under contract with the City to do such work or has obtained a permit therefore from the Inspection Department at least (3) ays before the work is proposed to be undertaken. A fee as set forth on the City of Onalaska Fee Schedule shall be charged for such permit. The permit shall be issued upon application forms provided by the City and shall contain such information as the Inspection Department shall deem necessary.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1547 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

fee removed

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1548-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 2, SECTION 11 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO SPECIAL MEETINGS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 2, Chapter 2, Section 11, Subsection (b) of the City of Onalaska Code of Ordinances related to Special Meetings is hereby deleted in its entirety and replaced as follows:

Sec. 2-2-11 Special Meetings.

(b) Non-governmental parties requesting a special meeting of the Council shall pay a fee as set forth on the City of Onalaska Fee Schedule for such a meeting.
State Law Reference: Sec. 62.11(2), Wis. Stats.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1548 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☑ No Fiscal Impact

fee removed

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1549-2016

AN ORDINANCE TO AMEND CHAPTER 11 OF TITLE 7, SECTION 1 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO TRANSIENT AND TEMPORARY PUBLIC ENTERTAINMENTS.

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 11, Section 1, Subsection (d) of the City of Onalaska Code of Ordinances related to Transient and Temporary Public Entertainments is hereby deleted in its entirety and replaced as follows:

(d) **Requirements.**

(1) **Insurance Required.** No license shall be granted unless the applicant therefor shall have filed with the City Clerk a public liability insurance policy in a sum as set by the City Clerk from time to time, with the condition that the applicant shall indemnify and save harmless the City and its officers and agents and citizens against any injuries and damages resulting or arising from the conducting of any carnival for which the license is issued or from the performance by the applicant or his agents of any negligence incident to or connected with the conduct of such carnival and that the applicant shall pay all judgments, costs and charges that may be recovered against the City or any of its officers or agents by reason of the conduct of such carnival.

(2) **License Fee Required.** No permit shall be issued unless applicant pays the applicable permit fee for the operation or maintenance of the public entertainment as set forth on the City of Onalaska Fee Schedule. All public entertainments listed in Subsection (b) shall be exempt from any license fee is sponsored by a nonprofit organization.

(3) **Posting of License.** Such permits when issued shall be prominently displayed while the carnival is in operation.

(4)**Inspection of Mechanical Devices.** The applicant shall indicate the date of the last State inspection of rides, merry-go-rounds and other mechanical devices. The City reserves the right to require inspections of all mechanical devices that would be available to the public. All inspection costs shall be paid for by the licensee.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1549 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item fee removed

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1550-2016

AN ORDINANCE TO AMEND CHAPTER 4 OF TITLE 7, SECTION 4 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REGISTRATION OF DIRECT SELLERS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 4, Section 4, Subsection (c)(1), of the City of Onalaska Code of Ordinances related to the Regulation of Taxicabs is hereby deleted in its entirety and replaced as follows:

(1) At the time the registration is returned, a fee shall be paid to the City Clerk to cover the cost of processing said registration. Each and every member of a group must file a separate registration form. The fee for a direct seller's, solicitor's or canvasser's license shall be as set forth on the City of Onalaska Fee Schedule. All license fees will be reviewed annually. All persons within a group must comply with the other provisions of this Chapter. A license granted hereunder shall be valid for a period of (90) days from the date of issuance.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1550 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item fee removed

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1551-2016

AN ORDINANCE TO AMEND CHAPTER 2 OF TITLE 5, SECTION 9 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO OPEN BURNING

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 5, Chapter 2, Section 9, Subsection (c)(1) of the City of Onalaska Code of Ordinances related to Open Burning is hereby deleted in its entirety and replaced as follows:

> (1) Recreational Fire Season and Cost. The recreational fire season shall be from January 1 to December 31 of each year. The rate for a Two Season Permit and Renewal Permit shall be as set forth on the City of Onalaska Fee Schedule.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1551 – 2016 **Please route in this order**

Cari Burmaster, City Clerk C. Burmaster
(signature)

☒ No Fiscal Impact

☐ Budgeted Item fee removed

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1552-2016

AN ORDINANCE TO AMEND CHAPTER 7 OF TITLE 7, SECTION 1 OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO REGULATION OF FIREWORKS

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Title 7, Chapter 7, Section 1, Subsection (b) of the City of Onalaska Code of Ordinances related to Regulation of Fireworks is hereby deleted in its entirety and replaced as follows:

(b) Sale. No person may sell or possess with intent to sell fireworks, except:
(1) No person may sell or possess with intent to sell fireworks, except:
a. To a person holding a permit under either subsection 7-7-1(b)(2) or 7-7-1(b)(3) or
b. To a city, village or town.
(2) A firework seller's permit may only be issued to a person holding or exempt from having a valid user's permit pursuant to subsection (c) hereof. A firework seller's permit may be obtained from the City Clerk upon payment of the fee set forth in the City of Onalaska Fee Schedule. A firework seller's permit described in subsection 7-7-1(b)(3) hereof that provides services or conducts activities in the City of Onalaska.
(3) A fireworks location permit may only be issued to a person holding or exempt from having a valid users permit pursuant to subsection 7-7-1(c) hereof. The fireworks location permit shall be displayed at the location for which it was published at all times that such location is operating. A fireworks location permit may be obtained from the City Clerk, subject to a fee as set forth on the City of Onalaska Fee Schedule. A separate fireworks location permit is required for every physical location selling fireworks in the City of Onalaska.
(4) The provisions of subsection 7-7-1(c)(4) an (5) shall apply to the issuance of every fireworks seller's permit or fireworks location permit.
(5) For a purpose specified under subsection 7-7-1(c)(2)(a)-(f) hereof.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1552 – 2016

Please route in this order

Cari Burmaster, City Clerk

C. Burmaster
(signature)

☒ No Fiscal Impact

fee removed

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1553 -2016

AN ORDINANCE TO AMEND SECTION 60 OF ARTICLE C OF CHAPTER 1 OF TITLE 15, OF THE CODE OF ORDINANCES OF THE CITY OF ONALASKA RELATING TO GAS LICENSES

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Section 60 of Article C, Title 15, Chapter 1, of the City of Onalaska Code of Ordinances related to the Gas Licenses is hereby deleted in its entirety and replaced as follows:

Article C: Heating, Ventilating and Air Conditioning Code

Sec. 15-1-60 Gas Licenses.

(a) **License Required.** No person shall hereafter engage in the business or install, alter, repair or service gas burners or gas burner equipment as defined herein within the City of Onalaska without first securing from the Board of Gas Examiners a license. The requirements herein shall not be construed to limit the gas utility's right to render necessary service.

(b) **Classification of Licenses.**

(1) **Class A License.** To work at or engage in the business of installing, repairing or servicing gas burners or gas burner equipment without regard to input capacity of the said burners.

(2) **Class B License.** To work at or engage in the business of installing, repairing or servicing gas burners or gas burner equipment whose input capacity is four hundred thousand (400,000) BTU and smaller.

(3) **Class C License.** To engage in the work of installing, altering, repairing, or servicing gas burners or gas burner equipment as an employee of a Class A or Class B Licensee.

(c) **Requirements for Partnership, Firm or Corporation.** Where a license is desired by a partnership, a firm, or a corporation, at least one (1) responsible officer, member or employee of such firm or corporation shall be required to qualify by examination to qualify such firm or corporation to carry on the business of gas installation. Each such partnership, firm, or corporation shall be required to have an appropriate license as required by this action, and in addition, each and every employee of such partnership, firm, or corporation who engages in the installation of gas burner equipment shall have an appropriate license.

(d) **License Fees.** License fees for gas licenses shall be as set forth in the City of Onalaska fee schedule.

(e) **Application, Examination, Qualifications.** The Inspection Department shall prescribe the form of applications. In order to obtain a license, each applicant shall pass an exam

given by the Inspection Department or must provide satisfactory proof of having previously passed an exam deemed acceptable by the Inspection Department which exam was administered by a jurisdiction which enforces the 1992 Edition of ANSI 2223.1-NFPA 54, and all subsequent amendments or obtains the Department of Safety and Professional Services (DSPS) HVAC Qualifier.

(f) **Term and Renewal.** Each license shall expire on December 31st following issuance. Annual renewal licenses shall be issued without examination upon payment of the proper license fee.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this _____ day of _____, 2016.

CITY OF ONALASKA

By: _____
Joe Chilsen, Mayor

By: _____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1553 – 2016 **Please route in this order**

Katie Aspenson, Interim Land Use & Development Director _____
(let Joe Barstow review all annexation ordinances) (signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1555- 2016

AN ORDINANCE TO AMEND TITLE 11 CHAPTER 2 OF THE CITY OF ONALASKA CODE OF ORDINANCES RELATED TO CARRYING CONCEALED WEAPONS PROHIBITED

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Section 2 of Chapter 2 of Title 11 of the Code of Ordinances of the City of Onalaska is hereby deleted in its entirety and replaced with:

Sec. 11-2-2 Carrying Concealed Weapons Prohibited; Certain Weapons Prohibited

(a) **Concealed Weapons Prohibited.**

1) No person shall within the City wear or in any manner carry under his/her clothes or conceal upon or about his/her person any Dangerous Weapon except that those individuals who carry a current and valid Conceal and Carry Weapon License shall be allowed to wear or carry under his/her clothes or conceal upon or about his/her person a Weapon, in those areas of the City where allowed. A person with a current and valid Conceal and Carry Weapon License may not carry a Weapon, where it has been posted by the business or property owner that Weapons are prohibited pursuant to Wis. Stat. §943.13. This Subsection shall not apply to a peace officer or such persons as may be authorized to carry such weapons.
2) "Conceal and Carry Weapon License" means a license issued under Chapter 175.60 of the Wisconsin Statutes or a permit issued by another state deisgnate4d by the Wisconsin Department of Justice authorized to carry concealed Weapons in Wisconsin.
3) "Dangerous Weapon" means any firearm, whether loaded or unloaded, or any devise designated as a weapon and capable of producing death or great bodily harm, or any other devise or instrumentality which, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm.
4) "Weapon" has the meaning given under Sec. 175.60(1)(j), Wis. Stats., namely a handgun, not to include a machine gun, short barreled rifle or short barreled shotgun' electric weapon as defined in Wis. Stat. 941.2959(1c)(a) or a billy club.

(b) **Concealed Weapons in City Government Buildings Prohibited.** No person shall carry or be possessed of a Dangerous Weapon, Weapon or knife in any City of Onalaska governmental building where such building has posted signs prohibiting weapons or firearms at all public entrances, pursuant to Wis. Stat. §943.13(1m)(c)4. The City shall display a sign, in place where a reasonable person can be expected to see it, which shall be a minimum of five inches by seven inches and that notifies all persons entering the building that weapons and firearms are prohibited pursuant to Wis. Stat. §943.13(2)(bm)2.b. This subsection shall not apply to peace officers or others duly authorized by law acting within the scope of their duties.

(c) **Specific Concealed Weapons Prohibited.** No person, except a sheriff, constable, police officer or other law enforcement officer acting within the scope of their duties, shall carry or wear concealed about his/her person any Dangerous Weapon, including but not limited to a pistol, revolver, firearm, sling shot, cross-knuckle of lead, brass or other materials or any other dangerous or deadly weapon within the City, except that a person with a current and valid Conceal and Carry Weapon License or such persons as may be authorized to carry such weapons may carry a Weapon in those areas of the City where allowed. A person with

a current and valid Conceal and Carry Weapon License and such persons as may be authorized to carry such weapons may not carry a Weapon, where it has been posted by the business or property owner that Weapons are prohibited.

(d) **Possession, Sale or Manufacture of a Dangerous Weapon by a Person under 18 Prohibited.**

1) In this section "dangerous weapon" means any firearm, loaded or unloaded; any electric weapon as defined in 941.295(1)(c)(a); metallic knuckles or knuckles of any substance which could be put to the same use with the same or similar effect as metallic knuckles; a nunchaku or any similar weapon consisting of two sticks of wood, plastic or metal connected at one end by a length of rope, chain, wire or leather' a cestus or similar material weighted with metal or other substance and worn on hand; a shuriken or any similar pointed star-like object intended to injure a person when thrown; or a manrikigusari or similar length of chain having weighted ends.

2) No person under the age of 18 shall sell, possess or manufacture those dangerous weapons as outlined in section 1) above, except that this section does not apply to those members of the armed forces or national guard when such use is in the line of duty or to persons whose possession or use is for target practice under the supervision of an adult or in a course of instruction in the traditional and proper use of the dangerous weapon under the supervision of an adult.

(e) **Carrying a Concealed Knife**. Any person who is prohibited from possessing a firearm under Wis. Stat. §941.29 is prohibited from being armed with a concealed knife that is a dangerous weapon.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this ___ day of _____, 2016.

CITY OF ONALASKA

By:_____
Joe Chilsen, Mayor

By:_____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1555 – 2016 **Please route in this order**

Jeff Trotnic, Chief of Police

(signature)

☑ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.

ORDINANCE NO. 1556 - 2016

AN ORDINANCE TO AMEND TITLE 7 CHAPTER 5 SECTION 9 OF THE CITY OF ONALASKA CODE OF ORDINANCES RELATED TO FAILURE TO FILE A ROOM TAX RETURN

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Section 2 of Chapter 2 of Title 11 of the Code of Ordinances of the City of Onalaska is hereby deleted in its entirety and replaced with:

Sec. 7-5-9 Failure to File Return.

(a) If any person fails to file a return as required by this Chapter, the City Clerk shall make an estimate of the amount of the gross receipts under Section 7-5-2. Such estimate shall be made for the period for which such person failed to make a return and shall be based upon any information which is in the City Clerk's possession or may come into the clerk's possession. On the basis of this estimate, the City Clerk shall compute and determine the amount required to be paid to the City, adding to the sum thus arrived at a penalty equal to ten percent (10%) thereof. One (1) or more determinations may be made for one (1) or more than one (1) period.

(b) A forfeiture of 25% of the room tax due for the previous year or $5,000 whichever is less, of the tax imposed, is hereby established and due and owing in the event that the room tax is not paid within 30 days after the due date of return. In addition to this forfeiture, all unpaid taxes under this section shall bear interest at the rate of twelve percent (12%) per annum from the due date of the return until the first day of the month following the month in which the tax is paid or deposited with the City Treasurer.

(c) Delinquent tax returns shall be subject to a Fifty Dollar ($50.00) late filing fee. The tax imposed by this Chapter shall become delinquent if not paid:

(1) In the case of a timely filed return, within thirty (30) days after the due date of the return, or within thirty (30) days after the expiration of an extension period if one has been granted.

(2) In the case of no return filed or a return filed late, by the due date of the return.

(d) If a person fails to file a return when due or files a false or fraudulent return with the intent in either case to defeat or evade the tax imposed by this Chapter, a penalty of fifty percent (50%) shall be added to the tax required to be paid, exclusive of interest and other penalties.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this ___ day of _____, 2016.

CITY OF ONALASKA

By:_____
Joe Chilsen, Mayor

By:_____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

ORDINANCE NO. ___ - 2016

AN ORDINANCE TO AMEND TITLE 7 CHAPTER 5 SECTION 9 OF THE CITY OF ONALASKA CODE OF ORDINANCES RELATED TO FAILURE TO FILE A ROOM TAX RETURN

THE COMMON COUNCIL OF THE CITY OF ONALASKA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION I. Section 2 of Chapter 2 of Title 11 of the Code of Ordinances of the City of Onalaska is hereby deleted in its entirety and replaced with:

Sec. 7-5-9 Failure to File Return.

(a) If any person fails to file a return as required by this Chapter, the City Clerk shall make an estimate of the amount of the gross receipts under Section 7-5-2. Such estimate shall be made for the period for which such person failed to make a return and shall be based upon any information which is in the City Clerk's possession or may come into ~~his~~ the clerk's possession. On the basis of this estimate, the City Clerk shall compute and determine the amount required to be paid to the City,, adding to the sum thus arrived at a penalty equal to ten percent (10%) thereof. One (1) or more determinations may be made for one (1) or more than one (1) period.

(b) A forfeiture of 25% of the room tax due for the previous year or $5,000 whichever is less, of the tax imposed, is hereby established and due and owing in the event that the room tax is not paid within 30 days after the due date of return. In addition to this forfeiture, all unpaid taxes under this section shall bear interest at the rate of twelve percent (12%) per annum from the due date of the return until the first day of the month following the month in which the tax is paid or deposited with the City Treasurer. ~~All unpaid taxes under this Chapter shall bear interest at the rate of eighteen percent (18%) per annum from the due date of the return until the first day of the month following the month in which the tax is due or deposited with the City Clerk.~~

(c) Delinquent tax returns shall be subject to a Fifty Dollar ($50.00) late filing fee. The tax imposed by this Chapter shall become delinquent if not paid:

(1) In the case of a timely filed return, within thirty (30) days after the due date of the return, or within thirty (30) days after the expiration of an extension period if one has been granted.

(2) In the case of no return filed or a return filed late, by the due date of the return.

(d) ~~If due to negligence no return is filed, or a return is filed late, or an incorrect return is filed, the entire tax finally determined shall be subject to a penalty of twenty-five percent~~

~~(25%) of the tax exclusive of interest or other penalties.~~ If a person fails to file a return when due or files a false or fraudulent return with the intent in either case to defeat or evade the tax imposed by this Chapter, a penalty of fifty percent (50%) shall be added to the tax required to be paid, exclusive of interest and other penalties.

SECTION II. This Ordinance shall take effect and be in force from and after its passage and prior to publication although it will be published in due course.

Dated this ___ day of _____, 2016.

CITY OF ONALASKA

By:_____
Joe Chilsen, Mayor

By:_____
Caroline Burmaster, Clerk

PASSED:
APPROVED:
PUBLISHED:

FISCAL IMPACT OF ORDINANCE 1556 – 2016 **Please route in this order**

Fred Buehler, Financial Services Director Fred Buehler 3-23-16
(signature)

☒ No Fiscal Impact

☐ Budgeted Item

☐ Will need $_____ for _____ to meet the requirements of this ordinance.