

**PUBLIC SAFETY
COMMITTEE**

**Wednesday, February 13,
2019**

6:30 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the January 9, 2019 meeting.
4. BUSINESS.
 - a. Staff Reports
 - 1) Fire and Rescue Department
 - 2) Police Department
 - 3) Emergency Management
 - b. Discussion and action to make a recommendation to the Village Board regarding a street use permit application from Libby Pavelec for the Michael J. Fox Foundation run/walk to be held on April 20, 2019.
 - c. Discussion and recommendation on Ordinance Amendment 2019-02: An Ordinance consolidating the process for issuing permits for events on public property and streets.
 - d. Update on amendment to section 35 of the Village code of ordinances regarding parking heavy vehicles, boats, trailers, and recreation vehicles on public streets and private property.
 - e. Discussion on establishing a one time event direct sellers permit.
5. SCHEDULE NEXT MEETING DATE.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

VILLAGE OF MCFARLAND
Public Safety Committee Minutes

Wednesday, January 9, 2019 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Jerry Adrian called the regular meeting of the Public Safety Committee to order at 6:30 PM in Conference Room A.

Members present: Tyler Mortenson, Rich Staley, Tom Mooney, Ken Machtan, Village Trustee Carolyn Clow, Village Trustee Jerry Adrian, Sandy Bakk

Members not present: None

Staff Present: Fire Chief Chris Dennis, Police Chief Craig Sherven

2. PUBLIC APPEARANCES.

None.

3. APPROVAL OF MINUTES.

a. Motion to approve the minutes of the December 12, 2018 meeting.

Motion by Tom Mooney, second by Rich Staley, to approve the minutes of the December 12, 2018 meeting. Motion carries 7 - 0 - 0 by acclamation.

4. BUSINESS.

a. Staff Reports

1) Fire and Rescue Department

Chief Dennis reviewed the monthly report.

2) Police Department

Chief Sherven reviewed the monthly report.

3) Emergency Management

Emergency Management Director Di Piazza was unable to attend the meeting. Committee members should contact him with any questions on the monthly report.

b. Discussion and action to make a recommendation to the Village Board regarding Ordinance amendment 2018-19: An ordinance amending the municipal code to permit service animals.

Motion by Village Trustee Jerry Adrian, second by Ken Machtan, to remove from the table the Ordinance amendment 2018-19: An ordinance amending the municipal code to permit service animals. Motion carries 7 - 0 - 0 by acclamation.

Motion by Ken Machtan, second by Carolyn Clow, to recommend approval to the Village Board of the Ordinance amendment 2018-19: An ordinance amending the municipal code to permit service animals. Motion carries 7 - 0 - by acclamation.

- c. Discussion on sec. 35-159 of the Village ordinance regarding parking heavy vehicles, boats, trailers, and recreation vehicles on public streets and private property.

Motion by Village Trustee Jerry Adrian, second by Ken Machtan, to remove from the table the discussion on sec. 35-159 of the Village ordinance regarding parking heavy vehicles, boats, trailers, and recreation vehicles on public streets and private property. Motion carries 7 - 0 - 0 by acclamation.

The Committee discussed the option of a permitting process, rather than an ordinance amendment. The permitting process would be handled by the Police Department and this would make enforcement much easier for Officers on the street.

The Committee directed staff to move forward with this and discussed some of the options of the actual permitting process and the criteria. The Committee also discussed options for temporary or emergency situations.

- d. Discussion on traffic safety concern reports.

The Committee discussed that decisions regarding traffic safety concerns are often more about engineering issues than they are about safety issues and are better addressed by the Public Works Committee. The Committee determined that concerns should go to the Public Works Committee and the Public Safety Committee should be involved only if the issues are more safety than engineering related. The Committee requested that a Departmental policy be created for this revised process.

- e. Update on the process for the creation of a special event permit.

The Committee discussed concerns about the definition of amplified sound, the list of reasons for denial of permits, and the insurance requirements. Chief Sherven indicated that he would make modifications to bring back for review.

5. SCHEDULE NEXT MEETING DATE.

6. ADJOURNMENT.

Motion by Ken Machtan, second by Tom Mooney, to adjourn at 7:57 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Tanya O'Malley
Deputy Clerk



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

February 2019 Fire & Rescue Department Report For January 2019 Activity

- **General**

- January is starting out similar to 2018 for call volume. Ambulance runs are down slightly at the end of the month, but the first week of February has been very busy. The fire incidents are almost equal.
- We have received confirmation that the individual in which we performed dual sequential defibrillation on last November is a successful save. Additionally, we are the first and only to have a dual sequential defibrillation save in Dane County. The procedure is being studied further by the County Medical Directors as limited cases have occurred. We do believe the procedure did make the difference in the November incident.
- The weather has not caused considerable issues for the Department. We had an apartment building experience a frozen sprinkler head before the polar vortex. After the polar vortex, we had one private water pipe burst, multiple pipes burst in a local business due to a door being left open, and one sewer pipe freeze causing drain water back-up due to the pipe being mounted on the exterior wall. The remainder of the County was not as fortunate. The coldest day there were five structure fires in Dane County. 2019 has been busier for structure fires in the County.
- We completed the majority of the AED project with a couple of items remaining. The library staff requires training on the new AED, and that is being scheduled in February. The municipal center and public works facility staff need to be trained on the new AED, and the AEDs mounted. We are hoping to schedule the training soon.
- We did utilize one of the new LUCAS devices for a cardiac arrest. We were able to regain a pulse, but the individual didn't survive the event.
- As reported previously, the Department of Safety Professional Services revised the administrative code and required additional training for the officers of the Department. We have determined that those individuals who function as duty officers for the Department must obtain the training. We have scheduled a Fire Officer I class to occur here in McFarland beginning February 18th with Madison College. We have received significant interest in the class.
- We have begun drafting a proposed revision to the Village Fire prevention code to adopt the International Fire Code and eliminate some issues with conflicts between codes. FI/PES Mitch Sutter is making headway on the ordinance draft.

- We have met with four ambulance builder sales representatives to obtain quotes for the replacement ambulance. A replacement ambulance was approved in the 2019 budget. The builders are not overly competitive currently, and the market seems to be more in their favor than the buyers. We have received two proposals at this time, and the project should be able to stay within budget.
 - On January 29th we had a firefighter assist the Outreach Department with delivering meals with Car 2 (Pickup) to the rural clients. Outreach was concerned with volunteers being able to reach some of the homes with plowing being questionable.
 - Due to the back to back snowfalls of significant amounts, the Public Works Department was unable to clear as many hydrants as normal. We had a crew of volunteers go around the Village and shovel some of the more buried ones out.
- **Staffing**
 - Current Staffing Levels
 - Fulltime Fire Rescue Chief – 1
 - Fulltime Fire Inspector/Public Education Specialist – 1
 - Fulltime EMTs – 4(1 vacant)
 - Fulltime Confidential Administrative Assistant (Shared w/Admin) - 1
 - Paid on Call – 57 (18 EMTs, 20 Firefighters (2 Active Retired), 10 EMR/Firefighter, & 13 EMT/Firefighters)
 - Total Staffing Level – 69
 - We have completed the hiring process for the four new members, and they have begun their training process. Two of the members are already responding to fire calls, one has begun entry-level firefighter, and the fourth has been waiting on Local Credentialing Agreement to be completed. We had a delay due to the Medical Director being on vacation and then the State website had issues. After a few emails and phone calls, the issues have been ironed out.
 - We have been covering the vacant EMT shift with the Fire Inspector/Public Education Specialist. The situation allows for the majority of the shift to be covered, but leaves two additional hours for volunteers to cover beyond the Fire Inspector/Public Education Specialist.
 - **Training Activity**
 - The January training was limited due to the weather canceling one of the two nights of training. The remaining night was CPR recertification for the entire department.
 - The month of February training will be completing a canceled training from January due to weather. We will have two nights of ice rescue hands-on, touring Waubesa Shores, touring schools and a makeup session for CPR certification. We will be receiving training from the Medical Director's team on cold weather emergencies. The Fire Officer I class will be beginning on February 18th.
 - We will be hosting an Ice Rescue Technician class on February 23rd. We have been hosting the class for several years and have experienced excellent response. We have several departments that send staff to attend from a considerable distance. The class provides additional funding to the Fire & Rescue Association and means to certify our staff at no charge.

<u>Inspection/Prevention Activity</u>	<u>Completed</u>	<u>Year to Date Total</u>
Building Inspections	29	29
Fire Code Violations Identified	28	28
Re-Inspections	0	0
Corrections Noted	0	0
Plan Reviews	1	1
Acceptance Inspections/Test	0	0

<u>Public Instruction</u>	<u>Completed</u>	<u>Year to Date Total</u>
CPR Certifications	0	0
First Aid Training	0	0
High School CPR (Hands Only)	0	0
Baby Sitters First Aid	0	0
Public Education Tours	0	0

- **Apparatus & Equipment**

- The 2016 SUV (Car 3 – Chief’s Car) had a battery failure and was replaced by the Village Mechanic.
- The 1997 Ladder (Ladder 8) had a window regulator fail on the officer (passenger) door. The Village Mechanic was able to repair with parts obtained from the manufacturer.
- The 2005 Pumper (Engine 1) had a battery short and boiling over. It took some time to locate the issue as the only indicator was a smell that was mistaken for the floor drain catch basin. The truck has a total of six batteries, and the other 5 were compensating for the shorted battery. During the repair, one of the cables broke and required repair. The issue occurred while the 2018 pumper was also out of service due to being frozen and many vendors were closed because of cold weather. We were able to have a local vendor call an employee into work and custom make a cable. We had a couple hours with the Ladder being our main and only suppression unit.
- The 2018 Pumper (Engine 2) had a fitting fail on the air compressor cooling system during the polar vortex while at a fire on Monona Drive. The failure resulted in the exterior of the truck becoming frozen due to the water leaking. The pump operator noticed the issue and while troubleshooting the pump begun freezing. We had the truck to the station immediately leaving the firefighters at the fire. The fitting was fixed by the Village Mechanic, and the repair was further reviewed by Reliant Fire. The system required adjustment which was performed by Reliant Fire under warranty.

Significant Incident

- On Wednesday, January 30th Monona Fire was dispatched to the 5800 block of Monona Drive for a smoke investigation at approximately 6:00 am. On their arrival, it was determined that an active fire was occurring in a restaurant building and the incident commander requested the alarm to be escalated to a Working Still Structure Fire. The escalation resulted in adding McFarland Engine 2, McFarland Chief Officer (Chief Dennis), Town of Madison Medic 66, and an additional engine and squad from Monona. Chief Dennis responded to the incident and upon arrival was assigned the Operations Section Chief with a Captain from Monona. McFarland Engine 2 arrived on scene and was ordered to turn off utilities to the building and then relieve a Monona crew with interior fire fighting. The fire was knockdown quickly but was unable to be fully extinguished easily. The fire was in the kitchen and required removal of all food from a walk-in cooler and exposing the cooler structure to extinguish. The fire extended between the cooler and the exterior wall. The exterior wall was a wood frame with a block exterior. The fire wasn't fully extinguished until about 9:30 am. The McFarland crews cycled through the firefighter three to four times. Due to the extreme cold crews were staged in a Madison Metro bus. As mentioned in Apparatus & Equipment McFarland Engine 2 had issues with the cold and froze while McFarland Engine 1 had a battery issue. In a joint decision between Chief Dennis and the Monona Incident Commander, a Maple Bluff Engine was moved to the incident to provide back-up to the scene and response for Monona and McFarland while the Monona trucks engaged in firefighter and the McFarland Engines were out of service.
- Later on Wednesday, January 30th at 2:00 pm Brooklyn Fire had a large detached garage fire and requested a MABAS Box Alarm to the Second level. The request included a Chief Officer from McFarland. Chief Dennis responded to the incident and acted as a staging officer for a short period as the crew extinguished the fire before the second box alarm units were required. The incident commander requested the second box alarm because of the cold and the need to rotate crews.
- On January 31st at approximately 9:30 pm Cottage Grove Fire had a fire in the basement of a home. The incident commander requested a MABAS Box Alarm which included a McFarland Engine for a change of quarters to Cottage Grove. McFarland Engine 2 filled the request and was in the Cottage Grove station only a few minutes as the crews extinguished the fire quickly and were able to release units.

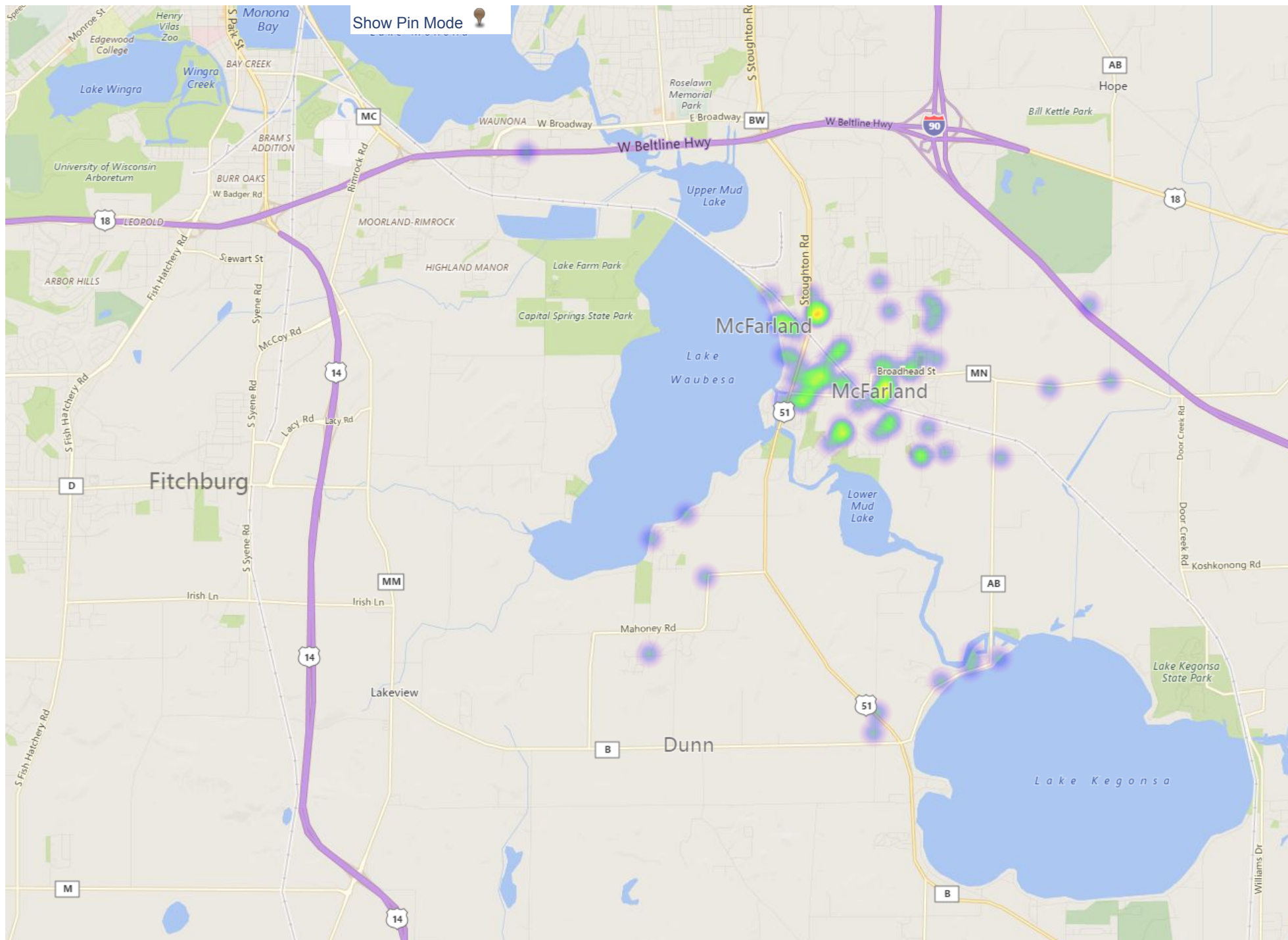
Runs by Dispatch Reason - MFR

Incident Complaint Reported By Dispatch (eDispatch.01)	Number of Runs	Percent of Total Runs
Falls	12	19.35%
Breathing Problem	9	14.52%
Sick Person	9	14.52%
Chest Pain (Non-Traumatic)	6	9.68%
Unconscious/Fainting/Near-Fainting	6	9.68%
Fire	4	6.45%
Traffic/Transportation Incident	4	6.45%
Traumatic Injury	4	6.45%
Overdose/Poisoning/Ingestion	2	3.23%
Abdominal Pain/Problems	1	1.61%
Diabetic Problem	1	1.61%
Heat/Cold Exposure	1	1.61%
Hemorrhage/Laceration	1	1.61%
No Other Appropriate Choice	1	1.61%
Stroke/CVA	1	1.61%
Total: 62		Total: 100.00%

Report Filters

Incident Date: is between '1/1/2019' and '1/31/2019'

****Note report is based on patient care reports. Incidents with multiple patients will cause additional runs. Total incidents will be less than total runs indicated on this report.**



Village Of McFarland Fire EMS
Fire Incident Type Period Comparisons
Alarm Date Between {01/01/2019} and {01/31/2019}

Incident Type	01/01/2019 to 01/31/2019	01/01/2018 to 01/31/2018	01/01/2017 to 01/31/2017	01/01/2016 to 01/31/2016
111 Building fire	4	3	1	3
116 Fuel burner/boiler malfunction, fire confined	0	0	0	1
151 Outside rubbish, trash or waste fire	1	0	0	0
311 Medical assist, assist EMS crew	8	8	9	8
322 Motor vehicle accident with injuries	2	3	2	0
324 Motor Vehicle Accident with no injuries	0	2	0	1
381 Rescue or EMS standby	0	0	1	0
411 Gasoline or other flammable liquid spill	1	0	1	0
412 Gas leak (natural gas or LPG)	2	0	1	0
424 Carbon monoxide incident	0	0	0	1
463 Vehicle accident, general cleanup	1	0	0	0
500 Service Call, other	0	0	0	1
522 Water or steam leak	1	0	1	0
571 Cover assignment, standby, moveup	1	0	0	0
611 Dispatched & cancelled en route	3	7	7	6
631 Authorized controlled burning	0	2	0	0
650 Steam, Other gas mistaken for smoke, Other	0	0	1	0
651 Smoke scare, odor of smoke	2	0	0	0
652 Steam, vapor, fog or dust thought to be smoke	0	0	1	0
661 EMS call, party transported by non-fire agency	0	0	1	0
671 HazMat release investigation w/no HazMat	1	1	1	0
710 Malicious, mischievous false call, Other	0	0	0	1
714 Central station, malicious false alarm	1	0	0	0
731 Sprinkler activation due to malfunction	1	1	0	0
735 Alarm system sounded due to malfunction	2	1	1	0
736 CO detector activation due to malfunction	1	0	0	0
740 Unintentional transmission of alarm, Other	0	1	0	0
743 Smoke detector activation, no fire - unintentional	0	0	2	0
744 Detector activation, no fire - unintentional	0	1	0	0
745 Alarm system activation, no fire - unintentional	0	0	0	1
746 Carbon monoxide detector activation, no CO	1	2	1	1
Totals	33	32	31	24

MCFARLAND POLICE DEPARTMENT



January 2019 Monthly Report

CONTENTS

INTRODUCTORY INFORMATION 2

CASES OF INTEREST 2

STAFFING REPORT 2

EQUIPMENT REPORT 3

TRAINING REPORT 3

BUDGET REPORT 3

OTHER INFORMATION..... 3

JANUARY 2019 CALL STATISTICS..... 4-5

JANUARY 2019 MONTHLY REPORT

As observed on the attached Call Summary Report, the McFarland Police Department logged 765 cases in January. This is compared to 544 cases for the same time period in 2018. Cases of interest for the month were: four intoxicated drivers, four domestic disturbances, six disturbances, three juvenile complaints, four thefts, seventeen traffic accidents, forty-one EMS/Fire assists, and responded to fifteen alarms. Officers also logged 217 traffic related incidents.

Cases of interest for the month are as follows:

01/06/2019 McFarland Officers were dispatched to the City of Monona to assist them with checking the welfare of a subject that was in the midst of having a mental health crisis. Monona Officers were tied up on an armed robbery call. McFarland Officers located the subject and began using de-escalation techniques to calm the subject and communicate with him. They were eventually able to get the subject identified and learned he had a warrant for his arrest. Unfortunately the subject became non-compliant at this time and he had to be decentralized to the ground. The subject continued to resist the officers and a Taser was deployed in a drive stun fashion. The subject complied at that time and was taken into custody with no one being injured. The subject was taken by Monona Police to be evaluated and then to the Dane County Jail.

01/19/2019 An officer was on routine patrol when he observed a vehicle parked on Anthony Street in the middle of the roadway. The officer made contact with the two occupants to check on their welfare. The driver stated his passenger was playing Pokemon Go on his phone and they were stopped at the location because of this. The officer smelled an odor of intoxicants from inside the vehicle and the driver was displaying characteristics of someone under the influence of alcohol. The driver was asked to conduct field sobriety tests and probable cause was established to arrest him for operating a motor vehicle while under the influence. The driver had a .17 blood alcohol concentration.

Staffing Report

- The process of creating a Police Clerk III position has now been completed and approved. The position has been posted for receipt of applications, with a due date of February 7th. Staff will review the submitted applications and proceed with selection of a candidate from there.
- Retired Police Clerk Bonnie Evans continues to fill our front office vacancy on an LTE basis.
- We are currently operating at one officer short due to a shoulder injury received during an altercation with a suspect in the course of an arrest. The officer is currently on restricted duty pending further medical evaluation.

Equipment Report

- The Department has received the Smith and Wesson M&P 9mm handguns, and the transition to them is underway. All officers will qualify with the new handguns during our April in-service session, and will then begin carrying them.
- We still have no word from the Ford Motor Company regarding what squad car product we will be receiving. At this point I would anticipate they will be the new 2020 models, but this is yet unknown for sure.

Training Report

- All officers in the Department attended the first in-service session for 2019. Topics covered included: “Stop the Bleed” tourniquet use, OWI/SFST refresher, firearms training, and active threat movement and room entry training. The training was held at the Madison Police Academy.

Budget Report

- Our injured officer situation has put us slightly ahead of where we should be in terms of overtime expenditures. We will continue to monitor this as the year progresses.

Other Information

- McFarland PD Explorer Post will be participating in the State Explorer Competition taking place February 8 – 10.



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 02/07/2019 10:26
Login ID: mcbgr
Incident Type: All
Call Source: All

From Date: 01/01/2019 00:00
To Date: 01/31/2019 23:59

McFarland Police Department
ORI Number: WI0137300

Officer ID: All
Location: All

Incident Type	Number of Incidents
911 Abandoned Call	3
911 Call Silent	1
911 Call Unintentional	5
911 Disconnect	5
911 Misdial Call	2
Accident Hit and Run	1
Accident Property Damage	10
Accident Unknown Injuries	3
Accident w/Injuries	3
Adult Arrested Person	2
Alarm	15
Animal Bite	1
Animal Lost	1
Animal Stray	5
Assist Citizen	34
Assist EMS/Fire	41
Assist K9	6
Assist Police	35
ATL Person	4
Check Person	16
Check Property	178
Civil Dispute	1
Damage to Property	3
Disturbance	6
Domestic Disturbance	4
Drug Incident/Investigation	3
Follow-Up	10
Foot Patrol	2
Fraud	1
Information	21
OMVWI Arrest/Intoxicated Driver	2
Parking Complaint On Street	32
Phone	18
Preserve the Peace	2
Problem Solving Person	13
Property Found	1
Recovered/Stolen Outside Agency	1
Repo	1

Page: 1 of 2



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 02/07/2019 10:26
Login ID: mcbgr
Incident Type: All
Call Source: All

From Date: 01/01/2019 00:00
To Date: 01/31/2019 23:59

McFarland Police Department
ORI Number: WI0137300
Officer ID: All
Location: All

Incident Type	Number of Incidents
Safety Hazard	30
Special Event	4
Stolen Auto	1
Suspicious Person	3
Suspicious Vehicle	8
Theft	3
Theft Retail	1
Threats Complaint	2
Traffic Complaint/Investigation	48
Traffic Incident	1
Traffic Stop	168
Unknown	2
Violation of Court Order	2
Total:	765

PUBLIC SAFETY COMMITTEE
EMERGENCY MANAGEMENT REPORT
January / February 2019 Report

Update on outdoor warning siren:

Outdoor warning sirens are being internally checked by Dane County Emergency Management during the winter months and are passing all tests properly.

Emergency Management Committee Meeting:

The meeting was held on January 24, 2019 at 2:00 PM. with 8 members in attendance and the next meeting is scheduled for March 28, 2019 at 2:00 PM.

Storm Activity:

I monitor and have a direct link to both local, for the Madison area, and National Weather Service Broadcasts from Sullivan WI. Thus far we have experienced some measurable snow fall accumulation with winter storms and extreme wind chill advisories. We have received wintry mix conditions making roads as well as sidewalks very slippery and can be treacherous. These conditions and weather alerts have been submitted to the social media team. If we receive severe weather warnings, Department heads, Public Safety Committee Members, Emergency Management Committee Members, Village Board Members and the Social Media Team shall be supplied with weather warnings and briefings.

Emergency Response Manual Update:

At this point, I am working with emergency services department heads reviewing and gathering mutual aid agreements to incorporate into the Emergency Response Manual. I will work with department heads and their teams in a collaborative effort to attend the departments specialized training as an observer upon being invited, therefore we are (all) still working in the realm of emergency management.

Comment [CDP1]:

Training:

My congratulations to Joe Tripalin in passing his FAA Test and is now a certified pilot for the UAS. We still have four members of the UAS team who are currently studying the materials for the exam to be taken in the near future. In addition, we have another member who is already a commercial airline pilot who I have been in contact with. I will be meeting with team members shortly to review their studies and prepare for the tests.

Webinars from Emergency Government Technology as well as other affiliations and organizations for Emergency Management programs are attended to assist in my role regarding training and updates, etc.

Community Awareness:

Articles and graphs shall be submitted for inclement weather, to include storm watches and warnings, and other pertinent information and literature for public awareness of our winter weather.

Submitted by: Chuck Di Piazza



PUBLIC SAFETY COMMITTEE SUMMARY SHEET

MEETING DATE: Wednesday, February 13, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Craig Sherven, Chief

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding a street use permit application from Libby Pavelec for the Michael J. Fox Foundation run/walk to be held on April 20, 2019.

PREVIOUS ACTION:

ISSUE SUMMARY:

The Village received a request on January 23, 2019 to hold a new run/walk in the Village. Libby Pavelec has requested a street use permit to hold the Michael J Fox foundation walk/run event on April 20, 2019. The event will begin and end at Lewis Park. Because this is a new event, it is provided to Public Safety to make a recommendation to Village Board. Attached is the letter of recommendation from Chief Sherven along with the map and event detail.

FINANCIAL/BUDGET IMPACT:

N/A

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Staff recommends approval of the street use permit with the conditions in the letter from Chief Sherven dated February 7, 2019.

ATTACHMENTS:

1. Approval Letter (003)
2. MJF - Run-Walk



Village of McFarland Police Department

5915 Milwaukee St. • P.O. Box 110 • McFarland, WI 53558 • 608/838-3151 • Fax 608/838-7954

Craig J. Sherven • Chief of Police

DATE: February 7, 2019

TO: McFarland Village Board / Public Safety Committee

FROM: Craig J. Sherven, Chief of Police

REFERENCE: Recommendation of Approval, Michael J. Fox Walk/Run

I have reviewed the Street Use Permit application submitted for the Michael J. Fox Foundation Walk/Run Event to be held on April 20th, 2019 from 10:00 am to 12:00 pm, beginning and ending at Lewis Park. The organizers expect between 50-100 participants.

I recommend that the following conditions apply:

- Event volunteers to wear identifiable outerwear preferably high visible colored safety vests or shirts.
- Volunteers will be staffed at the main intersections to minimally include; Exchange/Highland, High School crosswalk on Farwell, Taylor/Farwell, Main/Farwell, Elvehjem/Creamery crosswalk.
- Volunteers will be located throughout the route to monitor for injuries. Will notify 911 if an emergency should occur.

Sgt. Maurer has discussed these stipulations with organizer, Libby Pavelec.

Respectfully,

Craig J. Sherven

Craig J. Sherven
Chief of Police

Feb. 13 - Public
March - Safety
April - Village board
Feb. 25



STREET USE PERMIT APPLICATION

Fee: None

Name of Applicant or Organization: Libby Pavelec	
Address: 5960 Oak Hollow dr, McFarland, WI, 53558	
Name of Person in Charge: Libby Pavelec	
Address: 5960 Oak Hollow dr	Phone: 608-345-7198
Date of Function: April 20 2019	Time: 10am - 12pm
Description of the portion of street to be used: Sidewalks and paths will be used (See attached route map)	
Number of people expected: 50-100	Purpose of function: 5k run/walk for fundraiser for Micheal J Fox Foundation
When will the area be cleaned following the function: Immediately following event. Minimal clean up required.	

Libby Pavelec hereby agrees to hold harmless the Village of
(Applicant Name)
McFarland for any and all claims connected with or arising out of the usage of the street
specified under this Street Use Permit.

Libby Pavelec Applicant Signature 1/23/19 Date

Approved by Police Chief [Signature] 02-01-19

Approved by Fire Chief [Signature] 1/24/19

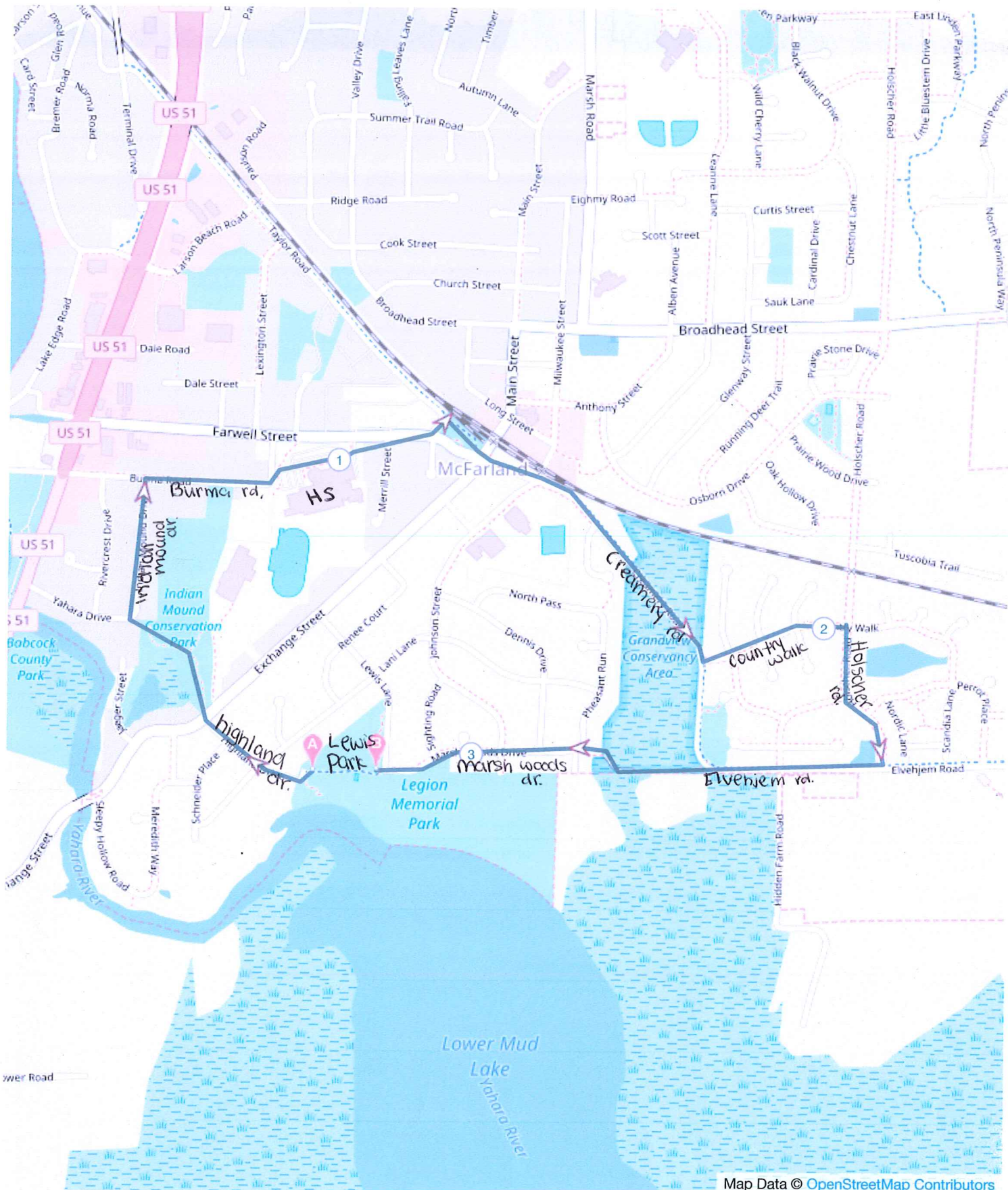
Approved by D.P.W. [Signature] 1-25-19

libby.pavelec@gmail.com

5915 Milwaukee St. • P.O. Box 110 • McFarland, WI 53558-0110 • FAX: (608) 838-3619 • www.mcfarland.wi.us

Administration 838-3153	Community Development 838-3154	EMS 838-3152	Fire 838-3278	Outreach 838-7117	Police 838-3151
----------------------------	-----------------------------------	-----------------	------------------	----------------------	--------------------

608 Fox Trot 2





PUBLIC SAFETY COMMITTEE SUMMARY SHEET

MEETING DATE: Wednesday, February 13, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Craig Sherven, Chief

AGENDA ITEM: Discussion and recommendation on Ordinance Amendment 2019-02: An Ordinance consolidating the process for issuing permits for events on public property and streets.

PREVIOUS ACTION:

Chief Sherven had previously brought forward the concept of creating an expanded event permit for the Village. Currently a special event permit is only required when an event involves a temporary Class B license for beer or wine. The Village has found over time larger events tend to pop up in the Village, without any notice to emergency services. The Public Safety had previous directed staff to explore creation of an ordinance with the Village Attorney.

ISSUE SUMMARY:

Staff has presented the attached ordinance amendment for consideration and possible recommendation to the Village Board. As written, the ordinance only covers events that take place on public property. This mainly includes events that take place on Village roads and in Village Parks. Additionally this ordinance will consolidate parade, street use, neighborhood events, and special events into one ordinance. This will make it easier for the end user to fill out one application be issued one permit, for multiple types of events.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 2019-02 Event Permit Ordinance

ORDINANCE NO. 2019-__

**AN ORDINANCE CONSOLIDATING THE PROCESS FOR ISSUING PERMITS
FOR EVENTS ON PUBLIC PROPERTY AND STREETS**

Purpose: To consolidate different sections of the Municipal Code regulating parades, special events, neighborhood events and other events involving use of public streets and parks, and creating one uniform procedure for the issuance of permits.

Sponsor: Village Clerk-Treasurer

Recommended Referral: Public Safety Committee

Public Hearing: None required.

The Village Board of the Village of McFarland do hereby ordain as follows:

1. Chapter 36 of the McFarland Municipal Code is hereby created to read as follows:

Chapter 36 – EVENTS ON PUBLIC PROPERTY REQUIRING PERMIT

Sec. 36-1. - Purpose. This Chapter is enacted to regulate and control the use of streets and public property to ensure that the health, safety and general welfare of the public and the good order of the Village is protected and maintained. The Village’s authority to regulate streets and public property is contained in the Wisconsin Statutes, including, but not limited to, Sec. 349.185, Wis. Stats.

Sec. 36-2. - Definitions. As used in this Chapter:

- (a) Processions, runs, walks, marathons, bicycle races, block parties, and similar activities have their usual and customary usage.
- (b) “Community Organization” means an active group or organization that regularly meets within the Village of McFarland, that is tax exempt pursuant to section 501(c)(3) of the Internal Revenue Code, and that provides charitable services, sponsorships or donations within the Village of McFarland community.
- (c) “Event” means a Street Use Event, Neighborhood Event, Parade or Special Event occurring on or in any portion of a Village owned street, roadway or cul-de-sac, or off-street property owned by the Village of McFarland.
- (d) “Event Permit” means a permit granted by the Village of McFarland authorizing an Event.

- (e) "Street Use Event" means a planned event or situation in which any portion of a Village owned street, roadway or cul-de-sac will be utilized, for events including, but not limited to: estate sales or auctions, run/walk events, car shows, community event, or public demonstration.
- (f) "Neighborhood Event" means a planned gathering in which any portion of a Village owned street, roadway or cul-de-sac will be utilized. Examples: a neighborhood block party, graduation party.
- (g) "Parade" means any parade or procession taking place in which any portion of a Village owned street, roadway or cul-de-sac will be utilized, but not including any funeral procession. Authorities and organizers of funeral processions are requested to coordinate preparations with the Chief of Police or his/her designee.
- (h) "Special Event" means any other planned event on off-street property owned by the Village of McFarland in which 200 or more attendees are anticipated at one time, or that is likely to have significant impact on neighborhood parking or the free-flow of vehicular or pedestrian traffic, including, but not limited to:
- Festivals or celebrations
 - Estate sales, auctions or other sales activities
 - Political gatherings or events
 - Events involving the sale or distribution of alcoholic beverages
 - Concerts
 - Events involving the use of amplified music, sound or public address
 - Events in which tents or other temporary structures will be erected and require stakes to be driven into the ground
 - Runs, walks, marathons not on roadways
- (i) "Highways" and "streets" have the meanings set forth in Wis. Stats. § 340.01, and also include alleys (as defined in Sec. 340.01, Wis. Stats.) and areas owned by the Village of McFarland which are used primarily for pedestrian or vehicular traffic.
- (j) "Person" means any natural individual, group, entity, organization, partnership, association, corporation, or limited liability company.

Sec. 36-3. - Permit Required. No person may hold an Event on any part of a highway, roadway, street or cul-de-sac in the Village of McFarland, or on any property owned by the Village of McFarland without first obtaining an Event Permit from the Village. No person may hold or conduct an Event in violation of any requirements or restrictions set forth in an applicable Event Permit.

Sec. 36-4. - Application. A person seeking to hold an Event shall file an application with the Village Clerk on the form provided by the Village Clerk. The completed application shall be filed at least forty-five (45) days before the proposed event, along with the application fee. The application shall contain, but is not limited to, the following information:

- (a) The name, address, email address and telephone number of the applicant or applicants.
- (b) If the Event is to be conducted for, on behalf of, or by an organization or company, the name, address, email address and telephone number of the organization's or company's headquarters and of individual(s) authorized to act on behalf of the organization or company.
- (c) The name, address, email address and telephone number of the person or persons who will be responsible for operating the Event.
- (d) The proposed use, described in detail, for which the Event Permit is requested. Applicants shall select all event types that are applicable to their event.
- (e) The date(s) and duration of time during which the Event is to occur, including a detailed schedule of events.
- (f) A detailed security plan, including how many individuals will be designated to this function, how they will be identified, and how they will communicate with one another.
- (g) The applicant shall indicate if the Event requires complete, partial, or no closure of any streets.
- (h) A map of the Event, including any street(s)/property to be used, the placement of any tents, facilities, equipment, fencing, alcohol sale and carding areas (if applicable). The Public Works Director shall have final decision on placement of tents or any place the applicant wishes to break ground.
- (i) The approximate number of persons who will attend the Event.
- (j) A detailed plan for mitigating severe weather (if applicable).
- (k) A detailed fire evacuation plan (if applicable).
- (l) If the event involves the sale or distribution of alcoholic beverages, a detailed plan for identifying and refusing service to those under the legal drinking age shall be included. NOTE: Requires the application for and issuance of a Temporary Class "B" alcohol license, in addition to the Event Permit.
- (m) A detailed plan describing what cleanup activities will take place at the conclusion of the event.

- (n) Events that are anticipated to allow for the presence of minors where alcohol is served requires Village Board approval. It shall be the event organizer's responsibility to request this approval on the application form.
- (o) Events that are anticipated to require the use of amplified sound, or to in some manner generate excessive noise, beyond 10:00 pm Village Board approval. It shall be the event organizer's responsibility to request this approval on the application form.
- (p) Any other information that the Village deems necessary or appropriate.

Sec. 36-5. - Special Requirements.

(a) Parade Restrictions.

- (1) Drivers to stay near right-hand edge of roadway. Each driver in any procession, shall drive as near to the right-hand edge of the roadway as practical, except upon one-way streets or when otherwise directed or approved by a police officer, and shall follow the vehicle ahead as close as is practical and safe.
- (2) No person who leads or participates in a parade shall disobey, or encourage others to disobey, the direction of any police officer, the terms of this Chapter, or the terms of the applicable Event Permit.
- (3) Sponsors or organizers shall obtain any county or state permits that may be required for use of any roadway under the jurisdiction of the county or state.
- (4) Only Community Organizations may be issued an Event Permit for a parade, and no Event Permit shall be issued for a parade this is primarily for private economic or commercial purposes.

(b) Petition Required for Street Use Events.

An application for an Event Permit for a Street Use Event shall be accompanied by a petition designating the proposed area of the street to be used and time for said proposed use, said petition to be signed by not less than 75 percent of the residents over 18 years of age residing along that portion of the street designated for the proposed use. Said petition shall be in a form provided in the application packet. Events involving a marathon, bicycle race, run/walk race, triathlon, or other athletic event do not require a petition.

(c) Petition Required for Neighborhood Events.

An application for an Event Permit for a Neighborhood Event shall be accompanied by a petition designating the proposed area of the street to be used and time for said proposed use, said petition to be signed by not less than 75 percent of the residents

over 18 years of age residing along that portion of the street designated for the proposed use. Said petition shall be in a form provided in the application packet.

Sec. 36.6. – Events occurring in Public Parks.

- (a) Events occurring in public parks are subject to all regulations and requirements as set forth in Chapter 44 (Parks and Recreation) of Village Ordinance.
- (b) Events occurring in public parks which qualify under this Chapter that include the operation or use of any amplifying system, public address systems or equipment shall generally be approved or denied by the Public Safety Committee, pursuant to Section 44-20 (b) of Village Ordinance. The Public Safety Committee reserves the right to require the approval of the Parks and Recreation Committee.
- (c) Events occurring in public parks which qualify under this Chapter that include the disturbance of soil by utilization of tent poles, tent stakes or any other activity likely to penetrate the grass and or soil bed shall require Village approval. It is the sole responsibility of the organizer to contact digger's hotline and schedule a site inspection to occur no less than five (5) business days prior to the date any such disturbance is to occur, and to provide the Director of Public Works with a written report of the assessment no less than two (2) business days prior to the date any such disturbance is to occur. Should such report indicate the presence of any obstructions or other hazards, any prior approval specific to soil disturbance is revoked and is no longer permitted. If time permits, the organizer may, at the discretion and with the assistance of the Public Works Director, attempt to identify an alternate placement on the event site. In such circumstances, the organizer may conduct all other approved activities not related to soil disturbance.

Sec. 36.7. - Application Review. If the Village Clerk-Treasurer determines that the Event Permit application is timely and complete, including payment of the application fee, the Village Clerk-Treasurer shall immediately forward copies of the same to the Director of Public Works, the Chief of Police, and the Fire/EMS Chief who shall consider the same and make recommendation thereon. Village staff may require the applicant to provide additional information in support of the application if deemed necessary for review purposes. Incomplete or untimely applications will not be forwarded for review or approval.

Sec. 36.8. - Review by the Public Safety Committee.

- (a) Complete Event Permit applications shall be forwarded with staff recommendations to the Public Safety Committee for review and recommendation to the Village Board, except that annual recurring Events that propose no substantial changes from the previous year(s) shall be reviewed by the Chief of Police, who may make a recommendation of approval or denial directly to the Village Board. The Village Board will ultimately approve or deny all applications for Event Permits, and the Village Board may impose any conditions or restrictions it deems appropriate as part of any Event Permit.

- (b) The Village reserves the authority, under its sole discretion, to refer any Event Permit application to any pertinent committee for review.
- (c) If the Public Safety Committee recommends denial of an Event Permit application, the application will not be forwarded to the Village Board for review unless the applicant submits a written request to the Village Clerk-Treasurer within ten (10) days of the Public Safety Committee's decision, and the applicant's failure to make this request will result in the application being denied.

Sec. 36.9. - Issuance of Permit. If the Village Board approves the issuance of the Event Permit, the Village Clerk-Treasurer shall issue the Event Permit, subject to any restrictions and conditions imposed by the Village Board. Prior to issuance of the Event Permit, the applicant shall provide adequate proof of insurance to the Village Clerk-Treasurer and shall deposit of any funds required by the Village Board as a condition of approval. Upon issuance of the Event Permit, the applicant shall comply with all requirements and conditions as set forth in the Event Permit, along with all applicable federal and state laws and regulations, and Village ordinances. The applicant shall also meet the requirements of Section 11-1.

Sec. 36.10. – Denial of an Event Permit.

- (a) The Public Safety Committee may recommend denying the issuance of an Event Permit, or the Village Board may deny the issuance of an Event Permit if, in their discretion, it is determined that one or more of the factors identified below warrant denial of the application. Further, the Public Safety Committee may recommend, and the Village Board may impose, conditions on the approval of an Event Permit application.
- (b) Reasons for denial of an Event Permit. An application for an Event Permit may be denied for any of the following reasons. This list is demonstrative only, and the Village Board may deny the issuance of an Event Permit for any reason related to public safety, health, and welfare, ordinance, the prevention of any nuisance or other hazard, and the preservation of Village property, services and resources.
 - (1) The proposed use would violate any federal or state law or regulation, or any Village ordinance.
 - (2) The proposed use will substantially hinder the movement of police, fire or emergency vehicles, constituting a risk to persons or property.
 - (3) The application does not contain information requested or required by Village staff, the Public Safety Committee, or the Village Board.
 - (4) The application requests a period for the use of the street for an excessive amount of time.

- (5) The proposed use on a street could equally be held in a public park or other location.
- (6) The granting of the Event Permit would conflict with another Event Permit already granted or for which application is already pending.
- (7) If reasonably anticipated utilization of public services, including police and fire protection, by the proposed street use will require so large a number of persons and vehicles, including ambulances, as to prevent adequate service of the needs of the rest of the Village.
- (8) It appears that the proposed Event is so poorly organized that participants therein are likely to engage in aggressive, destructive, or otherwise unlawful activity.
- (9) If any part of the area described in the said Event Permit application includes a through intersection such that the highways cross each other.
- (10) If the event is to be held between the hours of 10:00 p.m. and 6:00 a.m., or, in the case of a parade, sufficient parade marshals are not provided as to reasonably assure the orderly conduct of the parade.
- (11) The event organizer(s) refuses to cooperate with, meet with or communicate with Village Officials regarding event planning and related requirements, and/or fails to or has demonstrated a past history of failing to comply with conditions set forth for this or past Event Permits.
- (12) Requiring the pre-payment of any amounts to cover increased costs to the Village for services anticipated for the Event.
- (13) How vehicular traffic and parking availability may be affected by the Event, including the effect, if any, of construction projects or other scheduled events in and around the Village.
- (14) Whether the Event will negatively affect the health, safety or general welfare of the public, including, but not limited to, the movement of police, fire, or emergency vehicles within the Village, the overall impact to the neighborhood, including noise levels, and the effectiveness of hazard mitigation plans as submitted by the organizer(s).
- (15) Whether sufficient supervision and event security will be provided to reasonably assure orderly conduct by the attendee.

Sec. 36.11. - Termination of Event Permit and Event. An Event may be immediately terminated, and the Event Permit revoked, while the event is in progress, if the Chief of Police, Fire/EMS Chief, or Public Works Director or his or her designee determine that the health, safety or general welfare of the public, including participants at the Event, is endangered by

activities generated as a result of the Event, or if the Event has violated any conditions placed on the event in the Permit, or if the Event has violated any Village ordinances, applicable laws or other regulations.

Sec. 36.12. - Emergency Revocation. The Chief of Police, Fire/EMS Chief, or Public Works Director or his or her designee may revoke an Event Permit that has already been issued if they determine that revocation is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe or likelihood of a breach of the peace, or by a major change in the conditions forming the basis for the issuance of the Event Permit.

Sec. 36.13. - Penalties. Any person who violates any provisions of this Chapter shall be subject to a penalty as provided in Section 1-16 of this Code. Additionally, failure to comply with any provisions of this Chapter may result in the withholding of approval on any subsequent permit applications for this or other permits required by the Village.

Sec. 36.14. - Security/Village Staffing Requirements. If the Chief of Police, Fire Chief or Public Works Director determines that members of the Police Department, other Law Enforcement, private Security Officers, Fire Department, Emergency Medical Services or Public Works personnel must be available to staff the Event, the applicant shall pay all associated costs incurred by the Village or other provider to staff the event. When utilizing Village of McFarland Employees, the event organizer shall reimburse the Village at each employee's full overtime rate, and the Village shall subsequently reimburse each employee through standard payroll practices. The Village Board may require the applicant to make a deposit to the Village in an amount necessary to cover the cost of Village services and staff for an Event.

Sec. 36.15. - Representative at meeting. It is recommended the event organizer(s) making application for an event be present when the Public Safety Committee and Village Board considers the application in order for the applicant to provide any additional information that is reasonably necessary to make a fair determination as to whether the Event Permit should be issued. Failure by the applicant to be present could result in denial of the application in the event additional information or input from the organizer(s) is needed, but is not available due to lack of attendance of the meeting. It is the event organizer's responsibility to make themselves aware of when the Public Safety Committee and Village Board will consider the application.

Sec. 36.16. - Fee. The permit fee shall be as established by the Village Board. The Village Board may waive the fee for Community Organizations.

Sec. 36.17. - Insurance. The applicant shall furnish a certificate with the Village demonstrating that applicant has in force and will maintain during the time the Event Permit is in effect public liability insurance of not less than \$1,000,000 per one person, \$2,000,000 per occurrence for personal injury and \$1,000,000 for property damage naming the Village as an additional insured.

If the certificate references any policy language, endorsement or other requirement as being necessary for the additional insured coverage to take effect, the applicant shall provide all such required documentation. The required coverage for the Village shall be written on a primary, non-contributory basis, and include a waiver of subrogation rights.

Sec. 36.18. - Indemnification. The applicant shall indemnify, defend and hold harmless the Village of McFarland and its officers, officials, agents, and employees against all loss or expense (including liability costs and reasonable attorney's fees) by reason of any claim or suit, or of liability imposed by law upon the Village or its officers, officials, agents or employees, for damages because of injury, including death at any time resulting therefrom, sustained by any person or persons, or on account of damages to property, including loss of use thereof, arising from, in connection with, caused by or resulting from the Event.

Sec. 36.19. - Cleanup Requirements. The applicant shall return the site to the condition that existed before the Event occurred within twenty-four (24) hours of the completion of the Event. The Village may require the applicant to provide a deposit in an amount to be determined by the Village to ensure that the site is adequately restored.

2. Chapter 35, Article XII. – PARADES AND PROCESSIONS, of the McFarland Municipal Code, is repealed.

3. Chapter 53, Article V., Division 4. – STREET USE PERMITS, of the McFarland Municipal Code, is repealed.

4. Section 44-24 (b) of the McFarland Municipal Code is amended to read as follows:

(b) *Reservation of park space.* A permit is required for any special usage of any park within the Village. An organized gathering desiring to reserve a specific portion of any park in the Village shall constitute a special usage. A person or group, firm, organization, partnership or corporation may reserve the use of a park facility or a park shelter by written application filed with the Village Clerk-Treasurer for a permit for exclusive use of the same. The Village Clerk-Treasurer shall issue permits for the exclusive use of a portion of a park or park shelter, while the Village Board shall issue permits for the exclusive use of the Village parks. Park facilities are reserved on a first-requested, first-reserved basis. Certain proposed uses and gatherings may require the issuance of an Event Permit, subject to the requirements of Chapter 36, instead of a permit issued under this Section.

5. Section 11-66 (a) of the McFarland Municipal Code is amended to read as follows:

(a) *Special event license.* No person or organization shall be granted a temporary Class “B” wine or fermented malt beverage license by the Village Board as authorized by Wis. Stats. §125.26(6), and this Article until such person or organization has been granted a special event license under this Section or an Event Permit under Chapter 36.

6. This ordinance is effective for all events held after May 1, 2019.

The above and foregoing Ordinance was duly adopted at a regular meeting of the McFarland Village Board on the ____ day of _____, 2019.

Approved:

Brad Czebotar, Village President

Attest:

Cassandra Suettinger, Village Clerk/Treasurer

ORDINANCE 2019 –	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	Kolk
Brassington	Lytle
Clow	O'Hearn
Czebotar	
VOTING RESULTS	
Motion Carried:	
Motion	
Defeated:	



PUBLIC SAFETY COMMITTEE SUMMARY SHEET

MEETING DATE: Wednesday, February 13, 2019

SECTION: Business

DEPARTMENT: Police

CONTACT: Craig Sherven, Chief

AGENDA ITEM: Update on amendment to section 35 of the Village code of ordinances regarding parking heavy vehicles, boats, trailers, and recreation vehicles on public streets and private property.

PREVIOUS ACTION:

ISSUE SUMMARY:

Chief Sherven will provide an update to amend section 35 of the Village code ordinances regarding parking heavy vehicles, boats, trailers, and recreation vehicles on public streets and private property.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



PUBLIC SAFETY COMMITTEE SUMMARY SHEET

MEETING DATE: Wednesday, February 13, 2019

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Village Clerk/Treasurer

AGENDA ITEM: Discussion on establishing a one time event direct sellers permit.

PREVIOUS ACTION:

ISSUE SUMMARY:

Current Village ordinance requires a direct sellers permit for the following:

Any individual who, for such individual, or for a partnership, association, limited liability corporation, limited liability partnership or corporation, sells goods or services, or takes orders for the later delivery of goods or services, at any location other than the permanent business place or residence of said individual, partnership, association or corporation, including, but not be limited to, peddlers, hawkers, and transient merchants.

The direct seller's ordinance currently only allows a one year license for \$100. Over the last couple years, the Village has seen an increase in the desire to have events where vendors could sell. Examples would be small craft fairs, or a Village Vendor event. The \$100 is fairly cost prohibitive for these purposes. Staff has reviewed the issue and agrees the \$100 direct seller permit is absolutely appropriate and necessary for door-to-door sales and vendors who are looking to sell door-to-door in the Village year round. Staff would propose considering amending the current ordinance to provide a one-time permit that would be good for a limited number of days at a much lower cost as the staff time and background check process is reduced for these type of events.

At this point staff is looking for direction from the Public Safety Committee if this would be a desirable ordinance change for staff to pursue more formally.

FINANCIAL/BUDGET IMPACT:

Potentially added revenues from additional permitting.

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

Article IV: Direct Sellers and Solicitors

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



Item presented for review and consideration.

ATTACHMENTS:

None