

Village of Fox Crossing Board of Trustees Regular Meeting
Monday, March 9, 2026 - 6:00 p.m.
Municipal Complex - Arden Tews Assembly Room
2000 Municipal Drive, Neenah WI 54956
Agenda

1. **Call to Order, Pledge of Allegiance and Roll Call**
2. **Awards/Presentations**
3. **Minutes to Approve/ Minutes and Correspondence to Receive**
Minutes to Approve
Minutes and Correspondence to Receive
 - a) Water Main Breaks Report – January 2026
 - b) Water Pumpage Report – January 2026
4. **Public Comments Addressed to the Village Board.** Individuals properly signed in may speak directly to the Village Board on non-repetitive Village matters whether on, or not on the agenda. However, no announcements of candidacy for any elected position or “electioneering” will be permitted. Commenters must be orderly, wait to be called, speak from the podium, and direct their comments to the Board. A maximum of **2-minutes** per person is allowed and you must return to the audience when signaled to do so. The total time allocated for public comments shall not exceed 30 minutes. Public comment is not permitted outside of this public comment period. *Note:* The Board’s ability to act on or respond to public comments is limited by Chapter 19, WI Stats. **To address the Village Board, complete the Public Participation signup sheet.**
5. **Discussion Items**
6. **Unfinished Business**
7. **New Business- Resolutions/Ordinances/Policies**
 - a) 260309-1 Amend Commitment and Assignment of Fund Balances to Include a 2026 Budget Amendment for the 205 Special Revenue Funds
 - b) 260309-2 Reappointment of Zoning Board of Appeals Member – Bill Breider
 - c) 260309-3 Reappointment of Village of Fox Crossing Representative to the Fox Cities Transit Commission— Community Development Director George Dearborn
 - d) 260309-4 Temporary Class “B” Retailer’s License – Suburban Athletics, Inc.
 - e) 260223-1:ORD Amend Fox Crossing Municipal Code Chapter §274 for Mobile Food Vendors by Adding Chapter 274-9.5 Fire Code Inspection Requirements *Second Reading & Adoption*
 - f) 260223-2:ORD Amend Fox Crossing Municipal Code Chapter §146 for Alcohol Beverages *Second Reading & Adoption*
 - g) 260223-3:ORD Amend Fox Crossing Municipal Code Chapter §150 for Special Events and Mechanical Amusement Devices *Second Reading & Adoption*
 - h) 260223-4:ORD Amend Fox Crossing Municipal Code Chapter §A450 Fines & Penalties *Second Reading & Adoption*
 - i) 260309-5 Operator License Applicants
 - j) 260309-6 Expenditures
8. **Reports**
 - a) Village Clerk Chantel Jaenke – Early Voting for the April 7 Spring Election will be held Tuesday, March 24, 2026 through Friday, April 3, 2026; Voting will be Open from 8:00 a.m. to 4:30 p.m., Monday through Friday, with the Exception of Friday, April 3, in which Voting will be Open Until 5:00 p.m.
9. **Closed Session**
10. **Adjourn**

A quorum of Police & Fire, Planning, and Park Commissions may be present, although official action by those bodies will not be taken; the only business to be conducted is for Village Board action.

Those individuals requiring the assistance of a sign language interpreter to participate in this meeting may call 720.7101 a minimum of five business days prior to the meeting.

FOX CROSSING UTILITIES

WATER MAIN BREAK/MISC WATER REPAIR REPORT JANUARY, 2026

Water Main Breaks

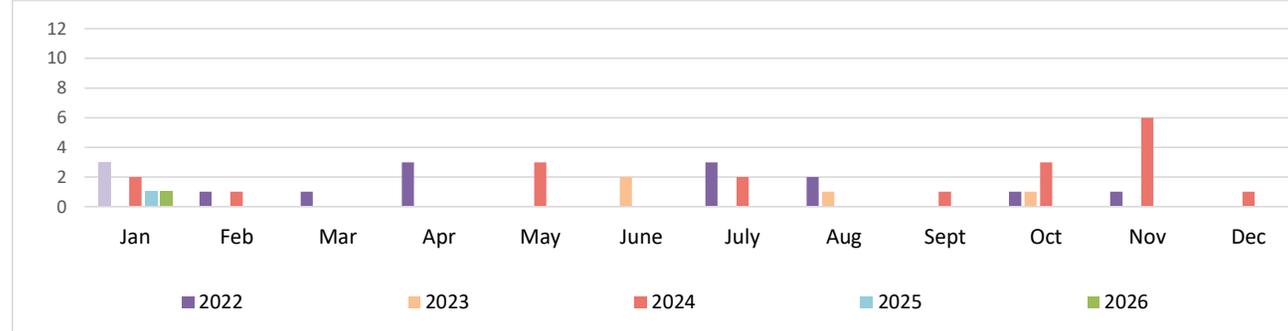
1/26/2026

1427 Cooke Rd

6" Main Break

Total water main breaks year to date for 2026 = 1

Total water main breaks this time in 2025 = 4



YEAR	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2022	3	1	1	3	0	0	3	2	0	1	1	0	15
2023	0	0	0	0	0	2	0	1	0	1	0	0	4
2024	2	1	0	0	3	0	2	0	1	3	6	1	19
2025	4	1	1	4	3	1	1	1	0	1	0	0	17
2026	1	0	0	0	0	0	0	0	0	0	0	0	1

Utility Repairs

1	1/7/2026	1609 Maloa St	Replaced leaking hydrant
2	1/12/2026	485 Gordon St	Repaired stop box
3	1/14/2026	1965 Butte Des Morts Beach Rd	Repaired valve box
4	1/21/2026	2657 Princeton Dr	Replaced curb stop
5	1/26/2026	1320 Earl St	1 1/2" service leak
6	1/28/2026	8347 Marlo Ave	Repaired stop box

Utility Miscellaneous

- 1 CONTINUED PUMPING HYDRANTS FOR WINTER.
- 2 CONTINUED WORKING ON EXCHANGING SMALL METERS.
- 3 CONTINUED WITH LEAK DETECTION IN PROBLEM AREAS.
- 4 CONTINUED WORKING ON MOVING END POINTS FOR METERS THAT ARE NOT READING FROM ANTENNAS.
- 5 STARTED EXCHANGING LARGE METERS.

FOX CROSSING UTILITIES

WASTEWATER REPAIR/MISC REPORT JANUARY, 2026

Wastewater Miscellaneous

1	Lift Station #1 - Brighton Beach Rd	<i>Changed control panel filters. Cleaned Control Cabinet.</i>
2	Lift Station #2 - Lakeshore Dr & Frances St	<i>Routine monthly maintenance.</i>
3	Lift Station #3 - Lakeshore Dr	<i>Routine monthly maintenance. Cleaned Control Cabinet.</i>
4	Lift Station #4 - Memorial Dr/Foster St	<i>Removed snow from area near station. Cleaned Control Cabinet.</i>
5	Lift Station #5 - Green Patch	<i>Checked floats and influent manhole.</i>
6	Lift Station #6 - Calumet St	<i>Pulled pumps to clean rags Cleaned check valves.</i>
7	Lift Station #7 - Stroebe Rd & Harry's Gateway	<i>Cleaned check valves. Maintenance on heater in transfer.</i>
8	Lift Station #9 - County Rd II (Winchester Rd)	<i>Cleaned Control Cabinet Filters Cabinet.</i>
9	Miscellaneous:	<i>Cleaned shop and organized shop. Built new shelving and work bench. Organized all Lift Station supplies and inventoried. Replaced spring in hose reel for hydro excavator. Inspected some manholes. Cleaned and inspected televise camera. Cleaned the drains in the shop.</i>

FOX CROSSING UTILITIES PUMPAGE REPORT

MONTH: JANUARY, 2026

Total water purchased & pumped from wells											
EAST SIDE					WEST SIDE					TOTAL PUMPED X 1,000	Compare to same month in 2025
<i>DEEP WELL #5 X 1,000</i>	<i>DEEP WELL #7 X 1,000</i>	<i>PURCHASED CTY/MENASHA X 1,000</i>	<i>TOTAL EAST X 1,000</i>	<i>DEEP WELL #3 X 1000</i>	<i>DEEP WELL #4 X 1,000</i>	<i>DEEP WELL #6 X 1,000</i>	<i>DEEP WELL #8 X 1,000</i>	<i>TOTAL WEST X 1,000</i>			
TOTAL	8,664	6,787	14,232	29,683	11,028	10,432	-	22,547	44,007	73,690	68,655
AVERAGE/DAY	279	219	459	957	356	337	-	727	1,420	2,377	2,216
MAXIMUM/DAY	563	546	538	1,061	970	865	-	1,168	1,639	2,700	2,576
MINIMUM/DAY	-	-	391	849	-	-	-	339	1,036	1,885	1,767

SERVICE PUMPAGE (Water pumped to distribution system)								
EAST SIDE				WEST SIDE			TOTAL SERVICE PUMPAGE TOTAL EAST & WEST X 1,000	Compare to same month in 2025
<i>PLANT #2 X 1,000</i>				<i>PLANT #3 X 1,000</i>	<i>PLANT #4 X 1,000</i>	<i>TOTAL WEST SIDE X 1,000</i>		
TOTAL	27,290			21,460	21,827	43,287	70,577	65,598
AVERAGE/DAY	880			692	704	1,396	2,276	2,116
MAXIMUM/DAY	991			1,011	1,333	2,344	2,652	2,288
MINIMUM/DAY	798			202	422	624	1,890	1,873

WATER LEVEL READINGS						
	EAST SIDE <i>DEEP WELLS</i>		WEST SIDE <i>DEEP WELLS</i>			
	<i>#5</i>	<i>#7</i>	<i>#3</i>	<i>#4</i>	<i>#6</i>	<i>#8</i>
AVERAGE STATIC	159'	162'	58'	57'	-	45'
AVERAGE PUMPING LEVEL	332'	370'	155'	154'	-	210'

East Side System Purchased Water			
Month 2026	48%	Month 2025	40%
Year-to-Date	48%	Year-to-Date	40%
Month, 2024	46%	Year-to-Date	46%

RES #260309-1

AMEND COMMITMENT AND ASSIGNMENT OF FUND BALANCES TO INCLUDE A 2026 BUDGET AMENDMENT FOR THE 205 SPECIAL REVENUE FUNDS

WHEREAS, in 2011, in order to comply with Governmental Accounting Standards Board (GASB) Statement No. 54, the Town of Menasha Board of Supervisors authorized and committed various segregated funds to ensure the funds were separated from the General Fund, and that said funds were utilized for designated purposes (RES #111212-6); and

WHEREAS, since that time, the Town of Menasha/Village of Fox Crossing has updated the list of committed and assigned fund balances via resolutions RES #120123-1, RES #120910-3, RES #150601-2:TB, RES #240923-3, RES #251110-5, and ordinance amendment ORD #230626-1; and

WHEREAS, Finance Director Jeremy Searl and Village Manager Jeffrey Sturgell propose amending and restating the approved list of Commitment and Assignment of Fund Balances, as follows (amendment identified in red):

SECTION I. RESTATEMENT OF SEGREGATED FUNDS

Park and Open Space Fund. Committed for the acquisition and development of new parks, recreation, and other open space areas, as approved by the Village Board. This fund is established in accordance with Village ordinance Chapter §419-12(C). These funds are generally collected from developers through the Land Division process.

Park Equipment and Training Fund. Committed for the purchase of equipment for the Parks & Recreation Department, or specialized training or training materials for Parks & Recreation Department employees, as approved by the Village Manager. These funds are generally collected through donations to the Parks & Recreation Department.

Park Facilities Impact Fee Fund. Committed for capital costs associated with the projects specified in the Public Facilities Needs Assessment prepared by the Economics and Planning Division of Ruckert & Mielke, Inc. in September 2008. These impact fees shall be collected until the capital costs associated with the projects specified in the Public Facilities Needs Assessment have been incurred and satisfied ("satisfied" includes the full repayment of any debt of the Village related to the projects). This fund is established in accordance with Village ordinance Chapter §412-6. These funds are collected from developers through the Land Division process.

Boat Trailer Parking Fee Fund. Committed to offset expenditures related to the improvements and maintenance of the Fritse Park Marina and motor boat launch. This fund is established in accordance with Village ordinance Chapter §294-4(E). These funds are generally collected through parking fees charged to boat trailers utilizing the Fritse Park parking lot.

Park Quiet Water Fund. Committed to offset expenditures related to the improvements of non-motorized water activities (kayak launch, kayak rental facility infrastructure, etc.). These funds are generally collected through the kayak rental program.

Friends of the Park Fund. Committed for improvements throughout the Village of Fox Crossing parks and trails, such as benches, trees, and shade stations. These funds are generally donations for the purchase of memorials to place in the parks and along trails.

Disc Golf Fund. Committed for the long-term maintenance and improvement of the O'Hauser Disc Golf Course. This fund is established in accordance with Village ordinance Chapter §294-5(E). These funds are generally collected through green fees from disc golf players utilizing the O'Hauser Disc Golf Course.

Loop the Lake Fund. Committed for the operations and purchase of capital assets for the Loop the Lake Trail and/or the Listen to the Loop Event jointly held by the City of Menasha, the City of Neenah, and the Village of Fox Crossing. These funds are generally collected through donations and sponsorships pledged for the event and the Loop the Lake Trail.

Round Up Program Fund. Committed for the ability to provide financial assistance to those who otherwise would not be able to afford to participate in recreation programs, as approved by the Park Commission. These funds are generally collected through donations from other recreation program users (people sign up for a recreation program and then “round up” their program cost to donate to the Round Up program).

Tree Planting Fund. Committed for public tree plantings and urban forestry maintenance, as approved by the Park Commission. As a note, funds from the former Street Trees Fund were transferred into the Tree Planting Fund in 2023 when the Village Board repealed Village ordinance Chapter §419-10(B)(14), regarding Land Division requirements for Street Trees (#230626-1:ORD). These funds are generally collected through donations to the Parks & Recreation Department.

Woodland Prairie Park Fund. Committed for the purposes of funding future planning, improvements, and development of Woodland Prairie Park. These funds are generally collected through cell tower rental payments from SBA Towers VI, LLC, in accordance with Resolution #150601-2:TB. Fifty percent (50%) of revenues collected from the cell tower located on the northern end of Woodland Prairie Park are committed to the fund.

Public Protection Fund. Committed for the use of the Village of Fox Crossing Police and Fire Departments, but may be applied to either Department on any occasion as desired by the Village Board. No rule of equality with regard to the Police and Fire Departments shall apply. Any expenditure made for the Police and Fire Departments shall be of the nature of a capital expenditure or repairs or upkeep to capital investment property having previously been made by the Police or Fire Department. In no event shall any of the funds collected be used for current operating expenses of either the Fire Department or the Police Department or of any other department of government of the Village of Fox Crossing. This fund is established in accordance with Village ordinance Chapter §383-29(B). These funds are generally collected through the Building Permit process.

Police National Night Out Fund. Committed for education, equipment, services and supplies for the Village of Fox Crossing National Night Out rally annual event, or other police community events. These funds are generally collected through donations, and food sales from prior events.

Police Department Community Relations Fund. Committed for the purchase of items to promote public safety and good relations between the Police Department and the public; to include, but not limited to, Milwaukee Brewer and Green Bay Packers trading cards and the purchase of DVD's for the “Good Drugs Gone Bad” Program.

Police Department Equitable Sharing Fund. Committed for expenses as allowed by the Federal Seizure Sharing Program, such as informant and ‘buy money’, training, communications and computers, firearms and other weapons, body armor, surveillance equipment, drug education programs and building improvements.

Police Department K-9 Fund. Committed for the implementation of a Village K-9 program, to include the start-up and maintenance of the program through at least the lifetime of the first trained canine. These funds are generally collected through donations and revenues generated from stuffed K-9 dog toy sales.

Police Department Equipment and Training Fund. Committed for the purchase of equipment for the Police Department, or specialized training or training materials for Police Officers, as approved by the Village Manager. These funds are generally collected through donations to the Police Department.

Fire Department Community Relations Fund. Committed for the purchase of items to promote public safety and good relations between the Fire Department and the public; to include, but not limited to, smoke detectors, carbon monoxide alarms, and items distributed to children such as stickers, badges, and “goodie bags”. Also committed for supporting Fire Department community events such as Fire Department Safety Day, Firefighters in the Park, or other public community events.

Fire Department Equipment and Training Fund. Committed for the purchase of equipment for the Fire Department, or specialized training or training materials for firefighters, as approved by the Village Manager. These funds are generally collected through donations to the Fire Department.

Funding Assistance Program-EMS/Firefighter (FAP EMS/FF)—Equipment. Committed for the purchase of ambulance service vehicles or vehicle equipment, emergency medical service supplies or equipment. Up to fifteen percent (15%) of the total revenues collected in the fund can be utilized for nondurable or disposable medical supplies or equipment and medications. This fund is established in accordance with Wisconsin Statute §256.12(4). These funds are generally collected through the Emergency Medical Services Funding Assistance Program (FAP) Grant (for Equipment). Items authorized to be purchased with the funds can be found in the Wisconsin Department of Health Services Funding Assistance Program (FAP) Purchasing Guide.

Funding Assistance Program-EMS/Firefighter (FAP EMS/FF)—Training. Committed for the purchase of training and/or the administration of the examination required for licensure and renewal of licensure as an emergency medical technician or for certification and renewal of certification as an emergency medical responder. This fund is established in accordance with Wisconsin Statute §256.12(5). These funds are generally collected through the Emergency Medical Services Funding Assistance Program (FAP) Grant (for Training and Examination). Authorized uses of the fund can be found in the Wisconsin Department of Health Services Funding Assistance Program (FAP) Purchasing Guide.

Directional Signage Fund. Committed for purchase and maintenance of Village of Fox Crossing directional signage. These funds are generally collected through donations from businesses to improve wayfinding signs in the Village.

Sustainability Fund. Committed for education, equipment, services and supplies for the Village of Fox Crossing's sustainability initiatives such as a local Farmer's Market, Electronic Recycling Events, and the operation of the Community Gardens, as approved by the Village Sustainability Committee and Village Manager. These funds are generally collected through donations, rental revenues from Community Garden plots, and some fund transfers from the General Fund.

Citizen Academy Fund. Committed for the offset of expenses of the Citizen Government Academy, such as t-shirts and certificates for the attendees. These funds are generally collected through revenues from prior Citizen Academy program fees.

Santa Float Fund. Committed for the purchase of expenses associated with the annual Santa Float event, such as candy and decorations. These funds are generally collected through donations and some fund transfers from the General Fund.

Special Events Fund. Committed for Village of Fox Crossing events, as approved by the Village of Fox Crossing Board of Trustees. These funds are generally collected through donations, revenues from food sales from previous special events, and some fund transfers from the General Fund.

Room Tax Fund. Committed for general tourism support and development in the Fox Cities Tourism Zone in accordance with the requirements of the Room Tax Act (the "municipal room tax"). This fund is established in accordance with Village ordinance Chapter §49-13(A)(4). These funds are collected through the imposition of a room tax through the Room Tax Act.

SECTION II. OTHER SEGREGATED FUNDS

Garbage & Recycling Fund. Committed for the Village management and operations of garbage, rubbish, recyclable material, yard waste, and all other discarded or salvageable solid materials. This fund is established in accordance with Village ordinance Chapter 372-10(A). These funds are revenues collected from the Garbage & Recycling Fee placed on participating properties' tax bill.

Per Capita Grant Fund. Committed for uses as approved by Winnebago County's per capita grant program, such as costs related to business and industrial retention and expansion. These funds are grant funds received from Winnebago County.

Capital Projects Equipment Replacement Fund (ERF). Committed for replacement of Village equipment and vehicles, as approved by the Fox Crossing Board of Trustees, through the budget process. This fund is established in accordance with Village ordinance Chapter §49-6(G)(1).

SECTION III. TAX INCREMENT DISTRICT (TID) FUNDS

TID Special Revenue Funds (SRFs). Committed for the Village management and operations of tax incremental financing districts created in accordance with Wisconsin §66.1106. The Finance Director shall create a Special Revenue Fund (SRF) for each TID to account for all associated revenues and expenditures not listed below. The TID SRF shall serve as the fund to track operations for each TID. TID SRF activity will be approved by the Fox Crossing Board of Trustees through the budget process.

TID Capital Project Funds (CPF). Committed for tracking TID costs in the event the Village incurs infrastructure or other capital costs normally accounted for in the Capital Projects Fund (CPF). In these instances, the Finance Director shall create a TID CPF to account for the TID project related costs. The TID CPF shall be closed upon completion of the project. TID CPF activity will be approved by the Fox Crossing Board of Trustees through the budget process.

TID Debt Service Funds (DSFs). Committed for tracking external financing such as bonds, notes, or bank loans if such methods are utilized to finance costs associated with a TID Capital Project. The Finance Director shall create a TID Debt Service Fund (DSF) to record the debt related payments and associated increment or transfers to finance the debt payments. When the debt has been fully repaid, the TID DSF shall be closed. TID DSF activity will be approved by the Fox Crossing Board of Trustees through the budget process.

NOW, THEREFORE BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby approves the amended and restated Commitment and Assignment of Fund Balances list as stated above.

BE IT FURTHER RESOLVED, that the Village Board authorizes a 2026 Budget Amendment to add \$10,000 (from donations and sponsorships) to the Listen to the Loop fund in the 205 Special Revenue budget, as attached.

Adopted this 9th day of March, 2026

Requested by: Jeremy Searl, Director of Finance
Submitted by: Dale Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

**FOX CROSSING
2026 YEAR-END BUDGET AMENDMENT**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	ADJUSTMENT NEEDED	ADJUSTED BUDGET	COMMENTS
Special Revenue Fund - Donations & Miscellaneous Activity (205)					
Expenditures / Transfers to:					
205-5500-710.07-39	Loop the Lake Expenditures	-	10,000	10,000	Amount available for 2026 activities
Total Special Revenue Funds Expenditure/Transfers Adjustments			10,000		
Offset From Revenues / (Expenditures) / Transfers from:					
205-5500-480.08-39	Loop the Lake	-	10,000	10,000	Expected donations and sponsorships for events
Total Special Revenue Funds Offsets			10,000		

RES #260309-2

REAPPOINTMENT OF ZONING BOARD OF APPEALS MEMBER – BILL BREIDER

WHEREAS, Chapter §435 Zoning Ordinance requires appointments to the Village of Fox Crossing Zoning Board of Appeals; and

WHEREAS, the Zoning Board of Appeals hears and decides on administrative appeals and variances consistent with the requirements of Chapter §435; and

WHEREAS, the term of Zoning Board of Appeals member Bill Breider will expire on March 31, 2026; and

WHEREAS, Bill Breider has expressed interest in being reappointed for a three (3) year term beginning April 1, 2026 through March 31, 2029; and

WHEREAS, Village President Dale Youngquist nominates Bill Breider for reappointment to a three (3) year term beginning April 1, 2026 through March 31, 2029.

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees hereby reappoints Bill Breider as a member to the Village of Fox Crossing Zoning Board of Appeals for a three (3) year term beginning April 1, 2026 through March 31, 2029.

Adopted this 9th day of March, 2026

Requested by: Dale A. Youngquist, Village President

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

RES #260309-3

**REAPPOINTMENT OF VILLAGE OF FOX CROSSING REPRESENTATIVE TO THE
FOX CITIES TRANSIT COMMISSION—COMMUNITY DEVELOPMENT DIRECTOR
GEORGE DEARBORN**

WHEREAS, in 2014 the City of Appleton increased the number of members on the Fox Cities Transit Commission from nine (9) members to fifteen (15) members; and

WHEREAS, under the previous Fox Cities Transit Commission organizational structure the Village of Fox Crossing held one (1) seat on a rotating basis with the Town of Grand Chute; and

WHEREAS, under the revised structure approved in 2014, the Village of Fox Crossing holds one (1) permanent seat; and

WHEREAS, Community Development Director George Dearborn currently serves as the Fox Crossing representative to the Fox Cities Transit Commission, and is willing to serve another term; and

WHEREAS, Village President Dale Youngquist nominates Director Dearborn for reappointment to the Fox Cities Transit Commission for a three (3) year term beginning May 1, 2026 and ending April 30, 2029.

NOW, THEREFORE BE IT RESOLVED, that the Village of Fox Crossing Board of Trustees hereby reappoints Community Development Director George Dearborn as the Village of Fox Crossing representative to the Fox Cities Transit Commission for a three (3) year term beginning May 1, 2026 and ending April 30, 2029.

Adopted this 9th day of March, 2026

Requested by: Dale A. Youngquist, Village President

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

RES #260309-4

TEMPORARY CLASS “B” RETAILER’S LICENSE – SUBURBAN ATHLETICS, INC.

WHEREAS, Suburban Athletics, Inc. has submitted four (4) Temporary Class “B” Retailer’s License applications to sell fermented malt beverages at 1986 O’Leary Road, Neenah, WI 54956 (the location of O’Hauser Park), on the following dates:

May 9, 2026

June 12, 2026 – June 14, 2026

June 19, 2026 – June 21, 2026

July 17, 2026 – July 19, 2026

; and

WHEREAS, appropriate applications have been made, and the proper fees have been paid and receipted; and

WHEREAS, applications are pending the completion of background checks by the Village of Fox Crossing Police Department.

NOW, THEREFORE BE IT RESOLVED by the Village of Fox Crossing Board of Trustees, that the Temporary Class “B” Retailer’s License is hereby granted to Suburban Athletics, Inc. to sell fermented malt beverages on the premise and dates listed above.

Adopted this 9th day of March, 2026

Requested by: Chantel M. Jaenke, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

Municipality
FOX CROSSING

Form
AB-220

Temporary Alcohol Beverage License

License(s) Requested	Fees	
	<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information

1. Organization Name
Suburban Athletics, Inc

2. Organization Permanent Address
PO Box 42

3. City
Neenah

4. State
WI

5. Zip Code
54957

6. Mailing Address (if different from permanent address)

7. FEIN
39-1790069

8. Date of Organization/Incorporation
Jan. 1964

9. State of Organization/Incorporation
WI

10. Phone
920-213-1839

11. Email
suburbanathletics@gmail.com

12. Organization type (check one)

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

13. Is this organization required to hold a Wisconsin Seller's permit? Yes No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Reitzner	Timothy	President	920-213-1839
Hock	Nicholas	Vice President	920-857-6540
Hablewitz	Sara	Secretary	920-901-1713

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Suburban Athletics Opening Day			
2. Dates of Operation 5-9-26		3. Hours of Operation 0800 - 2000	
4. Premises Address 1986 OLeary Rd			
5. City Neenah		6. State WI	7. Zip Code 54956
8. County Winnebago	9. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: Fox Crossing		10. Aldermanic District
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event Suburbanathletics@gmail.com	
13. Organizer Website www.suburbanathletics.com		14. Event Website N/A	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol sales from concession stand at ballpark. All sales consumed on premises within ballpark. No alcohol consumption within fenced of ball fields.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>			
Last Name Hablewitz		First Name Sara	M.I. J
Title Secretary	Email suburbanathletics@gmail.com		Phone 920.901.1713
Signature Sara J Hablewitz		Date 1/28/26	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 2/18/2026	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Ally Lee	

Temporary Alcohol Beverage License

Municipality
FOX CROSSING

License(s) Requested	Fees	
	<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information

1. Organization Name
Suburban Athletics, Inc

2. Organization Permanent Address
PO Box 42

3. City
Neenah

4. State
WI

5. Zip Code
54957

6. Mailing Address (if different from permanent address)

7. FEIN
39-1790069

8. Date of Organization/Incorporation
Jan. 1964

9. State of Organization/Incorporation
WI

10. Phone
920-213-1839

11. Email
suburbanathletics@gmail.com

12. Organization type (check one)

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

13. Is this organization required to hold a Wisconsin Seller's permit? Yes No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Reitzner	Timothy	President	920-213-1839
Hock	Nicholas	Vice President	920-857-6540
Hablewitz	Sara	Secretary	920-901-1713

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Suburban Athletics Boys Baseball Tournament			
2. Dates of Operation 6-12-26 to 6-14-26		3. Hours of Operation 0800 - 2200	
4. Premises Address 1986 Oleary Rd			
5. City Neenah		6. State WI	7. Zip Code 54956
8. County Winnebago	9. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: Fox Crossing		10. Aldermanic District
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event Suburbanathletics@gmail.com	
13. Organizer Website www.suburbanathletics.com		14. Event Website N/A	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol sales from concession stand at ballpark. All sales consumed on premises within ballpark. No alcohol consumption within fenced of ball fields.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name Hablewitz		First Name Sara	M.I. J
Title Secretary	Email suburbanathletics@gmail.com	Phone 920.901.1713	
Signature Sara J Hablewitz		Date 1/28/26	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 2/18/2026	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Ally Lee	

Temporary Alcohol Beverage License

Municipality
FOX CROSSING

License(s) Requested	Fees	
	<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information

1. Organization Name
Suburban Athletics, Inc

2. Organization Permanent Address
PO Box 42

3. City
Neenah

4. State
WI

5. Zip Code
54957

6. Mailing Address (if different from permanent address)

7. FEIN
39-1790069

8. Date of Organization/Incorporation
Jan. 1964

9. State of Organization/Incorporation
WI

10. Phone
920-213-1839

11. Email
suburbanathletics@gmail.com

12. Organization type (check one)

Bona Fide Club Church Fair Association/Agricultural Society Veteran's Organization

Lodge/Society Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? Yes No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Reitzner	Timothy	President	920-213-1839
Hock	Nicholas	Vice President	920-857-6540
Hablewitz	Sara	Secretary	920-901-1713

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Suburban Athletics Girls Softball Tournament			
2. Dates of Operation 6-19-26 to 6-21-26		3. Hours of Operation 0800 - 2200	
4. Premises Address 1986 Oleary Rd			
5. City Neenah		6. State WI	7. Zip Code 54956
8. County Winnebago	9. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: Fox Crossing		10. Aldermanic District
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event Suburbanathletics@gmail.com	
13. Organizer Website www.suburbanathletics.com		14. Event Website N/A	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol sales from concession stand at ballpark. All sales consumed on premises within ballpark. No alcohol consumption within fenced of ball fields.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name Hablewitz		First Name Sara	M.I. J
Title Secretary	Email suburbanathletics@gmail.com		Phone 920.901.1713
Signature Sara J Hablewitz		Date 1/28/26	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 2/18/2026	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Ally Lee	

Temporary Alcohol Beverage License

Municipality
FOX CROSSING

License(s) Requested	Fees	
	<input checked="" type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information

1. Organization Name
Suburban Athletics, Inc

2. Organization Permanent Address
PO Box 42

3. City
Neenah

4. State
WI

5. Zip Code
54957

6. Mailing Address (if different from permanent address)

7. FEIN
39-1790069

8. Date of Organization/Incorporation
Jan. 1964

9. State of Organization/Incorporation
WI

10. Phone
920-213-1839

11. Email
suburbanathletics@gmail.com

12. Organization type (check one)

Bona Fide Club Church Fair Association/Agricultural Society Veteran's Organization

Lodge/Society Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? Yes No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Reitzner	Timothy	President	920-213-1839
Hock	Nicholas	Vice President	920-857-6540
Hablewitz	Sara	Secretary	920-901-1713

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Suburban Athletics End of Season Softball Tournament			
2. Dates of Operation 7-17-26 to 7-19-26		3. Hours of Operation 0800 - 2000	
4. Premises Address 1986 Oleary Rd			
5. City Neenah		6. State WI	7. Zip Code 54956
8. County Winnebago	9. Governing Municipality <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: Fox Crossing		10. Aldermanic District
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event Suburbanathletics@gmail.com	
13. Organizer Website www.suburbanathletics.com		14. Event Website N/A	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol sales from concession stand at ballpark. All sales consumed on premises within ballpark. No alcohol consumption within fenced of ball fields.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>			
Last Name Hablewitz		First Name Sara	M.I. J
Title Secretary	Email suburbanathletics@gmail.com		Phone 920.901.1713
Signature Sara J Hablewitz		Date 1/28/26	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 2/18/2026	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk Alex Lee	

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §274 FOR MOBILE FOOD VENDORS BY ADDING CHAPTER §274-9.5 FIRE CODE INSPECTION REQUIREMENTS

The Village Board of the Village of Fox Crossing do ordain as follows:

Part I. Chapter §274 Mobile Food Vendors, is hereby amended by adding chapter §274-9.5 Fire Code Inspection Requirements (amendment in red):

§274-1 License required.

It shall be unlawful for any mobile food vendor to do any of the following within a public right-of-way, or from private property open to the public, in the Village of Fox Crossing including to vend, sell or dispose of or offer to vend, sell or dispose of goods, wares or merchandise, produce or any other thing at any place whatsoever in the Village, without first obtaining a license from the Village Clerk and paying the license fee. All mobile food establishments used for vending food shall be licensed for such use by the Winnebago County Health Department and all other applicable agencies.

§274-2 Definitions.

The following definitions shall apply to this chapter:

Edible goods shall include but are not limited to:

1. Prepackaged and prepared food including, but not limited to, ice cream, custard and other prepackaged frozen treats, hot dogs, deserts, and pizzas.
2. On-site prepared food including, but not limited to, shaved ice, smoothies, sandwiches, and tacos.

Mobile shall mean the state of being in movement, though not necessarily in continuous movement.

Mobile food establishment means a restaurant or retail food establishment where edible goods are served or sold from a movable vehicle, cart, trailer, or boat, which periodically or continuously changes location.

Mobile food vendor means the registered owner of a mobile food establishment or the owner's agent or employee, or any business which sells edible goods from a mobile food establishment within the Village.

Service base means an establishment operated under license or permit of an appropriate regulatory authority (Winnebago County Health Department) where edible goods are manufactured, stored, prepared, portioned, packaged, or any combination of these, where such edible goods are intended for consumption at another establishment or place, and where such mobile food establishments are serviced, cleaned, supplied, maintained, and where the equipment, utensils, and facilities are serviced, cleaned, and sanitized. Service bases are not licensed separately through the Village, but are licensed separately through the Winnebago County Health Department.

Vehicle shall mean any motor vehicle as defined by §340.01(35), Wis. Stats., or trailer as defined by §340.01(71), Wis. Stats. "Vehicle" shall also include any bicycle or other self-propelled device.

Vend shall mean to sell or transfer the ownership of an article to another for a price in money.

§274-3 Application for License.

Any person desiring to operate a mobile food establishment within the Village of Fox Crossing shall be required to complete and return to the Village Clerk an application form provided by the Village Clerk which shall require the following information:

- A. If applying as an individual, application must include applicant's full legal name, permanent address, date of birth (applicant must be 18 years of age), and signature. If applying as a Corporation or Limited Liability Company, application must include corporation/LLC's full registered name along with each officer/member(s) full legal name, permanent address, and signature.
- B. Description of mobile food establishment vehicle including make, model, vehicle identification number (VIN), and license plate number.
- C. Description of the nature of business and description of the goods being sold.
- D. Statement as to whether the applicant has been convicted of any crime or ordinance violation related to the applicant's business within the last five (5) years, and the nature of the offense and place of conviction.

All applicants shall present valid copies of the following documents to the Village Clerk for examination at the time of application:

- A. Current Driver's License
- B. Vehicle Certificate of Registration/Licensing
- C. Wisconsin Seller's Permit (in same legal name as applicant/business)
- D. Food Permit issued by the Winnebago County Health Department
- E. Address of the Service Base and evidence of satisfactory inspection of said Service Base by the Winnebago County Health Department, if applicable
- F. Certificate of Insurance along with proof that the Village of Fox Crossing has been named as an additional insured
- G. State certificate of examination and approval from the Sealer of Weights and Measures, only applicable if the applicant's business requires the use of weighing and measuring devices approved by state authorities
- H. Written authorization(s) of the property owner(s) where mobile food establishment will be located, if applicable
- I. Written authorization from the Park & Recreation Department, if mobile food establishment will be located at a Village park.
- J. Written authorization from any permanent merchant retailing a similar product, if mobile food establishment will be selling within 200 feet of permanent merchant

All applications will be reviewed by the Village Police Department, Finance Department, Municipal Court, and Community Development Department. If approved by all of these departments, the Village Clerk shall issue the license to the applicant.

§274-4 License fee.

At the time the permit application is returned to the Village Clerk, fees as set forth in the Village Fee Schedule, reference this Code section, shall be paid to the Village Clerk. The annual license shall have a term of one (1) year commencing on January 1st and expiring December 31st of each

year. A single day and/or six-month license may also be obtained. These fees are not pro-rated and are non-refundable. Each mobile food establishment shall be licensed separately.

§274-5 Insurance.

- A. *Liability insurance.* The license holder under this Chapter shall have in force a minimum liability and contractual liability policy in the amount of one hundred thousand dollars (\$100,000.00) for each person, three hundred thousand dollars (\$300,000.00) for each accident for bodily injury, and one hundred thousand dollars (\$100,000.00) for property damage.
- B. *Proof of insurance.* Applicant shall furnish a Certificate of Insurance, evidencing the existence of adequate liability insurance naming the Village of Fox Crossing, its employees and agents, as additionally insured in an amount not less than one million dollars (\$1,000,000.00). The Certificate of Insurance shall be filed with the Village Clerk as part of the application.
 - (1) License Holder shall provide 30 days written notice to the Village upon cancellation, nonrenewal, or material change in said insurance policy.

§274-6 Sanitation requirements.

- A. Mobile food establishments shall comply with all regulations of the Wisconsin Food Code and the Winnebago County Health Department including, but not limited to, the time, temperature, plumbing, operation, and maintenance for mobile food establishments.
- B. Mobile food establishments shall comply with all regulations of the Wisconsin Food Code and the Winnebago County Health Department regarding preparation facilities, serving areas, and operation areas.
- C. The licensees of the mobile food establishment or employee(s) thereof shall abide by the request of the Winnebago County Health Department for annual inspections of the establishment at a location designated by said health department.
- D. Authorities of the Winnebago County Health Department may require that mobile food establishments found in violation of sanitation and health requirements have follow-up inspections to verify compliance.

§274-7 Service Base required.

- A. All mobile food establishments shall have a service base to store and prepare food and all supplies. No food items are allowed to be stored or prepared in a private residence or garage unless approved by the Winnebago County Health Department.
- B. Any food item desired to be cooked or prepared on the mobile food establishment shall first be inspected by the Winnebago County Health Department.
- C. All mobile food establishments shall be cleaned, serviced, and sanitized as often as necessary at the service base.
- D. The service base shall be inspected and approved by the Winnebago County Health Department prior to operating the mobile food establishment.
- E. Mobile food establishment shall return to its service base at least once every 24 hours for service and maintenance.

§274-8 Business conduct regulations.

The following regulations shall apply to mobile food establishments during the regular conduct of business:

- A. Licensee shall not falsely or fraudulently misrepresent the quantity, character, or quality of any article offered for sale or offer for sale any unwholesome or tainted edible goods, nor intentionally misrepresent to any prospective customer the purpose of his or her solicitation, the name of the business of his or her principal, if any, the source of supply of the goods, wares, or merchandise which he or she sells or offers for sale or the disposition of the proceeds of his or her sales.
- B. Licensee shall not use the license provided by the Village of Fox Crossing after expiration or revocation of the license.
- C. Licensee shall keep the premises in a clean and sanitary condition and the edible goods offered for sale well covered and protected from dirt, dust, and insects. All mobile food vendors shall comply with requirements of state and local authorities.
- D. Licensee may vend, sell or dispose of, or offer to sell, vend, or dispose of goods, wares, or merchandise in the Village of Fox Crossing between the hours of 7:00 a.m. and 9:00 p.m. only. Licensee may periodically and infrequently extend the hours of service of the mobile food establishment from 7:00 a.m. to 3:00 a.m. for business purposes only (exemption not applicable in any residential zoning district). No mobile food vehicle shall be left unattended on a public way nor remain on a public way outside of these allowed hours of operation.
- E. All mobile food vendors shall abide by all parking and traffic laws, ordinances, statutes, rules, and regulations at all times. Vendors shall obey any lawful order of a Police Officer or other designated Village official to move to a different permitted location to avoid congestion or obstruction of a public way or remove the mobile food establishment entirely from the public way if necessary.
- F. A person with a valid driver's license of such a classification to allow the operation of the mobile food vehicle shall be with the vehicle at all times in which any activity is taking place in the mobile food vehicle. The mobile food vehicle licensee is liable for any violation of this subsection.
- G. All vendors conducting business on a sidewalk or terrace must maintain within 25 feet of their sales location, a clean, sanitary, and hazard-free condition, and shall not discharge any material onto the street, sidewalk, gutters, or storm drain. Each person conducting business on a sidewalk or terrace under the provisions of this Chapter shall carry a minimum 30-gallon container for placement of such litter by customers or other persons and remove such receptacle(s) at the conclusion of their sales daily. Trash shall not be placed in any public or private trash receptacles, including dumpsters, unless owned or leased by the mobile food establishment licensee.
- H. Mobile food vendors shall take every precaution to ensure their operation does not materially affect the peace and welfare of the general public, nor cause any unreasonable loud, disturbing, and/or unnecessary noise.
- I. A mobile food establishment shall be operated only by a person who has obtained a license or by the employee of the person who obtained a license under this Chapter.
- J. No person may sell or vend any item upon any premise(s) if there is placed signage prohibiting the activity.

- K. Mobile food establishments shall be located so as to not obstruct a public right-of-way, impair movement of pedestrians or vehicles, or pose a hazard to public safety. Patrons may only be served from the curbside of the vehicle at all times; service in the street is prohibited. No sales shall be made from a mobile vending vehicle except from the curbside of said vehicle, unless otherwise authorized by the owner of private property on which the vehicle is parked.
- L. No food service shall be prepared, sold, or displayed outside of the mobile food establishment.
- M. No person shall provide or allow any dining area to the mobile food establishment, including, but not limited to, tables and chairs, booths, stools, benches, or stand up counters.
- N. Signage may only be permitted when permanently affixed to the mobile food establishment. No external free-standing signs, bollards, seating, or any other equipment not contained within the vehicle are permitted.

§274-9 Vehicle regulations.

- A. Any vehicle or other on-street unit used for vending food in any public street must be designed and constructed specifically for the purpose of vending the product(s) to be vended.
- B. Amplified music or other sounds from any vehicle or unit used for the purpose of vending products in the public streets shall comply with Chapter §302-8 and Chapter §287-13 of the Fox Crossing Municipal Code.
- C. All mobile food establishments located on a public way shall be entirely self-contained in regards to gas, water, electricity, and equipment required for operation of the unit, and shall not use utilities drawn from the public right-of-way. No power cable or equipment shall be extended at grade across any Village street, alley, or sidewalk.
- D. All mobile food vehicles must have valid license plates and registration as provided by Chapter 341, Wis. Stats.
- E. No vehicle or on-street unit may violate any traffic or parking statute or ordinance when stopping to make sales.
- F. No mobile food establishment shall use or maintain any outside sound amplifying equipment, flashing, blinking lights, or strobe lights, or any noisemakers such as bells or horns while stationary. All lighting is subject to review by the Community Development Department and Police Department and shall be removed if deemed to be in conflict with safe travel.
- G. All mobile food establishments shall comply with all Federal, State, and local regulations regarding vehicle size requirements.

§ 274-9.5 Fire Code Inspection Requirements.

- A. All mobile food establishments operating within the Village shall successfully complete a fire code inspection prior to operation.
- B. Upon passing the inspection, the establishment shall be issued a fire code inspection decal. The decal must be prominently displayed in a location visible to inspectors and the public.

- C. The Village of Fox Crossing Fire Department may enter into reciprocal agreements with other municipal fire departments for the inspection of mobile food establishments operating within participating jurisdictions. A valid fire code inspection decal issued by any participating fire department shall be recognized and accepted by the Village, and no additional fire code inspection shall be required during the decal's period of validity.

§274-10 Zoning restrictions.

- A. The vendor of the mobile food establishment shall not operate in a congested area where such operation impedes or inconveniences public right-of-way. No vendor shall engage in the licensed business on any Village owned property, unless involved in a Village sanctioned event. No vendor shall engage in the licensed business at any public park without first seeking permission from the Village Parks & Recreation Department, or unless involved in a Village sanctioned event. The vendor shall comply if asked to leave the private property by the property owner or a Village official.
- B. No mobile food establishment shall obstruct an adjacent path or lane of travel. A path or lane of travel includes, but is not limited to sidewalks, trails, motor vehicle lanes, bicycle lanes, and other designated parking areas.
- C. No mobile food establishment shall be located on any private property without written permission from the property owner. A copy of the written permission shall be kept in the mobile food establishment at all times. The vendor shall comply if asked to leave the private property by the property owner or a Village official.
- D. No more than two (2) mobile food establishments shall be allowed to conduct business on the same property at the same time, unless involved in a Village sanctioned event.
- (1) Mobile food establishments operating on the same property at the same time should be located a safe distance from one another to avoid potential fire hazards.
 - (2) Upon application and approval of a Special Event license from the Village Clerk's office, the owner of private property may allow more than two (2) mobile food establishments to conduct business on said property at the same time during the normal hours of operation. See Municipal Code Chapter 150 for information on Special Event licenses.
- E. No mobile food establishment shall conduct business within 500 feet of any fair, festival, special event, or civic event that is licensed or sanctioned by the Village unless the licensee has obtained written permission from the event sponsor.
- F. A mobile food establishment shall be located on a gravel or paved surface at all times unless it is part of a Village-sanctioned special event.
- G. No mobile food establishment may conduct business on a sidewalk or curbside in any of the following places:
- (1) Within 20 feet of the intersection of the sidewalk with any other sidewalk.
 - (2) Within ten (10) feet of the extension of any building entrance or doorway to the curb line.
 - (3) Within 150 feet of a public entrance of any business which is a licensed or permitted restaurant by the Winnebago County Health Department, during the hours the particular business is open for business, unless written permission is granted by the business.

- (4) Within 150 feet of a Village park where food concessions are sold, during the hours that concessions are being sold, unless written permission is granted by the Park & Recreation Department.

H. A mobile food establishment may be permitted in all zoning districts except within any residential zoning district, including R-1 through R-8 and Planned Development Districts for exclusive residential uses, unless in conjunction with a Special Event License. The subsection shall not apply to ice-cream trucks.

§274-11 Alteration of license; failure to display license.

The holder of the license shall display the license in a permanent and prominent place on the mobile food establishment and exhibit the license upon demand to any officer, customer, or prospective vendee. No person shall alter or change in any manner any license issued under the provisions of this chapter, and such alteration or the failure of the holder of the license to display the license in a permanent and prominent place on the mobile food establishment or to exhibit the license upon demand of any officer, customer, or prospective vendee shall be cause for revocation of such license.

§274-12 Transfer of license.

A license issued under this Chapter shall not be transferable from person to person or business to business. A license is valid for one (1) vehicle only and shall not be transferrable between vehicles.

§274-13 License suspension or revocation.

The Village Board, Police Chief or his/her designee, or Village Clerk may revoke or suspend any license under this chapter for any material omission or materially inaccurate statements in the license application, any violation by any vendor or the vendor's employee or agent of any provision of this chapter or any state law or Village ordinance which renders future vending contrary to the public health, safety, or welfare, or for fraud or misrepresentation in solicitation under this chapter.

§274-14 Violations & Penalties.

A licensee or vendor who violates any provision of this Chapter or any regulation, rule, or order made hereunder shall be assessed a penalty as set forth in Chapter A450, Fines and Penalties, reference this Code section.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: February 23, 2026

Date Adopted: _____

Requested by: Chantel M. Jaenke, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §146 FOR ALCOHOL BEVERAGES

The Village Board of the Village of Fox Crossing do ordain as follows:

Part I. Chapters §146-1 and §146-5 for Alcohol Beverages, is hereby amended to read as follows (amendment in red):

§146-1. State statutes adopted.

The provisions of Ch. 125, Wis. Stats., relating to the sale of intoxicating liquor and fermented malt beverages, exclusive of any provisions thereof relating to the penalty to be imposed or the punishment for violation of said statutes, are hereby adopted and made a part of this article by reference; however, in doing so, the Village does not make the election referenced under Wis. Stat. § 125.51(3)(b).

§146-5. License restrictions.

In addition to the requirements imposed by provisions of the Wisconsin Statutes adopted by reference in §146-1 of this article, the following restrictions shall apply to the issuance of licenses or permits pursuant to this article:

A. Requirement for licenses

- (1) No license or permit shall be issued to any person who is not 21 years of age or over, except for an operator's license, of good moral character, and a citizen of the United States and the State of Wisconsin. No license shall be issued to any person who has **habitually violated the law or has been convicted of a felony unless such person has been duly pardoned.** ~~been an habitual petty law offender or convicted of a crime under the laws of this state punishable by imprisonment in the state prison unless such person has been pardoned.~~ This subsection shall not apply to Wisconsin corporations **or limited liability companies** but shall apply to all officers, **appointed agents, shareholders, owners, members, managers,** and directors of any such corporation **or limited liability company. The Police Department shall conduct a criminal background investigation of each individual applicant, including sole proprietors, partners of a partnership, officers, appointed agents, shareholders, owners, members, managers, directors, or operators.**
- (2) As of January 1, 1990, where new application is made for a Class "A" or Class "B" license, or any combination thereof, on behalf of an individual, the individual shall successfully complete a state-approved responsible beverage server training course within 60 days from the filing of the application with the Village Clerk. The same shall be required for each partner of an application filed by a partnership, and for an agent of an application filed by a corporation, and for an agent of a special Class "B" license.
- (3) **All new alcohol license applicants must complete and submit the Village of Fox Crossing Alcohol License Supplemental Questionnaire along with the standard application.**
- (4) **Applications shall not be accepted or processed until all required information, supporting documentation, and applicable fees have been submitted.**

(5) Applications for new and renewal retail alcohol beverage licenses must be filed with the Clerk's Office at least 15 days prior to the Village Board meeting at which action is requested, in accordance with Wis Stat. §125.04(3)(f)1. This filing deadline ensures compliance with statutory publication requirements and sufficient time for review.

(6) Each application for a new alcohol beverage license shall include:

- (a) Floor Plan Requirement: Provide a legible floor plan, which may be hand-drawn, depicting the current layout of the premises and any proposed modifications during the licensing term. The floor plan shall include dimensions and clearly identify areas designated for the sale, consumption, and storage of alcohol, as well as kitchen and dining areas, seating arrangements, coolers, restrooms, record storage, and any amusement devices.
- (b) Site Plan Requirement: Provide a legible site plan, which may be hand-drawn, depicting the current layout of the premises and any proposed modifications during the licensing term. The site plan shall clearly show the building location, outdoor areas designated for alcohol service or consumption, outdoor seating areas, parking areas, all entrances and exits, and any existing or proposed screening.
- (c) Applicants for license renewal shall submit updated floor and site plans reflecting the current layout of the premises and any modifications made or proposed during the upcoming licensing term. Failure to provide updated plans may result in the application being deemed incomplete.

B. Effect of revocation of license.

...

C. Inspection of application and premises. The Village Clerk shall notify the Police Department and Fire Department Inspector of all licenses and permit applications, and these officials shall inspect each application and premises to determine whether the applicant and the premises comply with ~~the applicable~~ regulations, ordinances and laws. ~~applicable and the applicant's fitness for the trust to be imposed.~~ **The Police Department shall conduct a criminal background investigation of each individual applicant and provide a recommendation regarding the applicant's suitability for licensure and the responsibilities associated with it, in accordance with Wis. Stat. §125.04(5).** No license or permit provided for in this article shall be issued without the approval of a majority of the Village Board.

D. Health and sanitation.

...

E. Tax delinquencies.

...

F. Nonrenewals.

...

G. Surrender of license due to nonuse.

- (1) A licensee may hold a license until its expiration date or request approval of the Village Board to transfer the license to another qualified location in the municipality. The license may also be surrendered to the Village Clerk. (Note: An alcohol beverage license is not "tied" to a particular location. The license is issued to a particular person for a specific premises, but it is the person that holds the license, not the place.)
- (2) If a licensed premises is leased or sold, the new owner or tenant may receive an available retail license for the premises if, prior to granting the license, control of the premises can be shown by purchase or lease agreement.
- (3) An agreement between a landowner and tenant regarding the premises is not binding on the Village Board. The Village Board decides whether licenses are granted and to whom they are granted. A landowner or previous licensee cannot force the Village Board to grant a license to the applicant of the landowner's choice or force revocation of the license at a later date.
- (4) The Village Board requires that ~~no~~ a licensee shall **not cease operating the licensed business on the premises for which the license was granted, nor close the establishment for more than 90 consecutive days within any 12-month period.** ~~close down an establishment for more than 90 days. To do so~~ **Failure to comply** may result in a revocation or suspension of the license.
 - (a) For purposes of this section, "cease operating" means a failure to legally sell or offer to sell alcoholic beverages under a valid alcohol beverage license.

H. **Multiple licenses on same tax parcel.**

- (1) **Purpose.** To ensure responsible licensing and compliance with state law while preventing arrangements intended to enable gambling or circumvent regulations.
- (2) **General rule.** No more than one alcohol beverage license shall be issued for any single tax parcel within the Village, regardless of the number of buildings or premises located on that parcel.
- (3) **Exceptions.** The Village Board may approve issuance of more than one license for the same tax parcel only if:
 - (a) The applicant submits a written request and a Surrender of Alcohol Beverage License Form; or
 - (b) The Board determines that:
 - i. Each proposed licensed premises is a bona fide, independently operated business with separate management and primary business purpose unrelated to gambling;
 - ii. The arrangement is not primarily intended to enable video gambling machines or circumvent state law;
 - iii. Compliance responsibilities are clearly delineated and enforceable.

- (4) Conditions. The Village Board may impose conditions on any approval under this subsection, including but not limited to physical separation, separate entrances, signage, and prohibition on shared staff or alcohol storage.
- (5) Existing licenses. Any alcohol beverage licenses issued prior to the effective date of this subsection that cover the same tax parcel shall be exempt from this restriction.

I. Conditions on licenses.

- (1) The Village Board may impose conditions on any alcohol beverage license at issuance, renewal, or as part of an enforcement action, including but not limited to compliance plans, designated manager requirements, security and staffing, hours or area limitations, training and reporting, physical separation, signage, and any other measures necessary to protect public health, safety, and welfare.
- (2) Conditions shall be documented in the license record and are enforceable; violation of a condition is a violation of this Chapter and may be grounds for citation, suspension, revocation, or nonrenewal consistent with Wis. Stat. §125.12.
- (3) In addition to enforcement under state law and this Chapter, the Village Board may:
 - (a) Deny renewal or grant a conditional renewal based on a pattern of violations of Wis. Stat. Ch. 125; failure to comply with license conditions; nuisance activity; falsification of applications, or delinquent taxes, assessments, or forfeitures.
 - (b) Require a compliance agreement (conditions) as a term of continued licensure.
 - (c) Suspend a license for cause consistent with Wis. Stat. §125.12, including failure to correct violations or comply with conditions.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: February 23, 2026

Date Adopted: _____

Requested by: Chantel M. Jaenke, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk



ALCOHOL LICENSE SUPPLEMENTAL QUESTIONNAIRE

Village of Fox Crossing Clerk's Office
 2000 Municipal Drive Neenah, WI 54956

www.foxcrossingwi.gov | Phone: (920) 720-7103 | E-mail: clerk@foxcrossingwi.gov

All new applicants for an alcohol license under Chapter 146 of the Village of Fox Crossing Municipal Code must submit the following information with their original application. Any false or misleading statement will result in the automatic nullification of any license issued. Applications will not be accepted until all required information is complete and all necessary documents have been provided.

Applicant Information

Legal Business Name (Corporation, LLC, Sole Proprietor, Partnership):		Trade Name or DBA:	
Premise Address:	Street	City	State Zip Code
Tax Parcel Number:	Phone Number:	Email:	
Agents Name:	Phone Number:	Email:	

Business Information

Type of Alcohol License Applying for: Reserve Class "B"/"Class B" Class "B" Beer Only
 Class "A" Beer Class "A"/"Class A" "Class C" Wine

NOTE: No more than one alcohol beverage license shall be issued for any single tax parcel within the Village unless approved by the Village Board (see Municipal Code §146-5(H)); the license period runs from July 1 through June 30 each year, and applications must be filed with the Clerk's Office at least 15 days prior to the next Village Board meeting.

Primary Business Activity:
 Restaurant Tavern/Night Club/Wine Bar Convenience Store Liquor Store
 Grocery Store Other (describe) _____

Other business to be conducted on premise:

Anticipated Date of Opening:

Do you have a business plan developed? Yes No (if yes, attach to this questionnaire)

Hours of Operation:
NOTE: Hours of operation shall comply with the requirements set forth in Wis. Stat. 125.32(3).

Date the LLC/corporation/partnership/sole proprietorship commenced: _____
NOTE: You will be required to provide proof of a Wisconsin sellers permit issued to the applicant.

Will your business sell or serve food? Yes No
 If yes, describe or attach food menu: _____
NOTE: Mobile food vendors must be licensed by the Village Clerk and inspected by the Fire Department. For all other food-related licenses and inspections, contact the Winnebago County Health Department at (920) 232-3000.

Hours of the kitchen:

Property Information

Is the premises location within 300 feet of any church, school, daycare center, or hospital? Yes No

Do you own or lease the building? Own Lease

If owned: attach proof of ownership (Deed/Land Contract/Purchase Agreement)

Date Purchased: _____

If leased: provide the lease and a letter from the property owner authorizing alcohol sales and consumption.

Date Lease Starts: _____ Expiration Date: _____

Do you have an option to renew this lease? Yes No

Select the type of business premises: Existing Building New Construction

If existing building, please indicate the primary nature of the previous business that operated at this location: _____

Will there be construction or renovations? Yes No

If yes, explain: _____

What is the timeframe for rehabilitation/construction: _____

NOTE: Contact the Inspections department (920-720-7104) for information on building codes and permits.

Seating Capacity (Class B and Class C licenses only):

Inside: _____

Outside: _____

Number of Employees/Staff (per shift/day): _____

Approximate indoor area of the premises to be licensed: _____ sq. ft.

Approximate outdoor area of the premises to be licensed: _____ sq. ft.

Please attach a copy of the floor plan and site plan to this questionnaire.

Business Compliance

Does the premises meet a statutory exception (Wis. Stat. [125.32\(3m\)](#)) allowing for the presence of underage persons upon the premises? Yes No

If yes, describe:

Is there adequate separation of facilities and a plan to prevent underage persons from entering and consuming alcohol? Yes No

NOTE: Operators licensed by the Village of Fox Crossing must always be present on the premises and are the only individuals permitted to serve alcohol.

Describe plan to adequately address any neighborhood issues (street parking, noise, litter, etc.):

Beer Garden (if applicable)

Do you intend to have a Beer Garden (outdoor seating) where alcohol may be served/consumed? Yes No

If yes, please complete and submit the Village of Fox Crossing's Beer Garden Application.

Mechanical Amusement Devices (if applicable)

Do you anticipate installing or operating any gambling machines or video gambling devices, as defined or referenced in Wis. Stat. ch. 945, at any time during the licensing term? Yes No

Do you intend to have any mechanical amusement devices (such as pool tables, claw machines, arcade games, etc.) on the premises? Yes No

If yes, please complete and submit the Village of Fox Crossing's Mechanical Amusement Device Application. The application will require you to list all devices you intend to have on the premises. Please note that video gambling machines are illegal in the State of Wisconsin and will not be licensed (Wis. Stat. [945.03](#)).

Cigarette, Tobacco, and Electronic Vaping (if applicable)

Do you intend to sell cigarette, tobacco, or electronic vape products? Yes No

If yes, please complete and submit the Wisconsin Department of Revenue forms: CVT-100, CVT-101, and CVT-102

Floor Plan Requirement:

Please read all instructions before preparing the floor plan:

- A detailed floor plan must be submitted with this application
- A new floor plan is required even if the premises was previously licensed and a plan was submitted
- Submit a separate sheet for each floor
- The plan may be hand-drawn, provided it is legible, and must depict:
 - The **current** layout of the premises
 - Any **proposed** modifications during the licensing term

The floor plan must include all the following items:

1. Dimensions and total square feet of the premises (length x width = square feet)
2. Label all entrances and exits
3. Label all restrooms
4. Label alcohol record storage
5. Label and provide dimensions (length & width) of all alcohol storage areas (coolers, stock room, basement, etc.)
6. Label and provide dimensions (length x width) of all alcohol display areas (behind the bar, shelves, display cases, etc.)
7. Clearly identify areas designated for the sale and consumption of alcohol (bars, dining rooms, party rooms, etc.)
8. Class B & C Applicants only:
 - a. Clearly identify areas designated for the sale and consumption of alcohol (bars, dining rooms, party rooms, etc.)
 - b. Label all seating arrangements, bars, and food preparation areas (kitchen)
9. Label and provide dimensions (length & width) of all areas that will contain amusement devices
10. Each page must be labeled with the date the floor plan was made, the business name & address

Site Plan Requirement:

Please read all instructions before preparing the site plan:

- A detailed site plan must be submitted with this application
- A new site plan is required even if the premises was previously licensed and a plan was submitted
- The plan may be hand-drawn, provided it is legible, and must depict:
 - The **current** layout of the premises
 - Any **proposed** modifications during the licensing term

The site plan must include all the following items:

1. Label building location on the property/parcel
2. Label and provide dimensions (length & width) of outdoor areas designated for alcohol service or consumption (outdoor bars, beer gardens, patios, sidewalk cafes, entertainment areas)
3. Label and provide dimensions (length & width) of outdoor seating areas including access points to the outdoor areas (dining areas, lounge areas, fire pits, etc.)
4. Label and provide dimensions (length x width) for the first floor showing the relation of all parking areas on the premises to the building, not including street parking.
5. Label all entrances and exits
6. Label any existing or proposed screening (fencing, landscaping, barriers, etc.)
7. Each page must be labeled with the date the site plan was made, the business name & address

Certification and Acknowledgment:

By signing below, you certify that all information provided is true, complete, and accurate to the best of your knowledge. You understand that providing false or misleading statements, information or affidavits may result in the denial or revocation of your license.

State of Wisconsin

County of _____

Subscribed and sworn before me on this _____ day of _____, 20____

Notary Public, signature: _____

My Commission expires: _____

Signature of Individual/Agent/Partner/Officer

Notary Seal must be affixed

AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §150 FOR SPECIAL EVENTS AND MECHANICAL AMUSEMENT DEVICES

The Village Board of the Village of Fox Crossing do ordain as follows:

Part I. Chapter §150 for Special Events and Mechanical Amusement Devices, is hereby amended to read as follows (amendment in red):

§150-1. Purpose.

It is recognized that special events often bring certain benefits to the community. At the same time, the Village must have sufficient notice prior to an event so that Village departments can evaluate the potential impact such an event might have on resources of Village departments, Village-owned properties and facilities, and ultimately on the public safety. Each event has unique characteristics and will have a different impact on the services. Therefore, events should be considered on a case-by-case basis with the ultimate goal being the preservation of the public's health, safety, welfare, and to promote the responsible use of facilities and property.

§150-2. Definitions.

As used in this article, the following terms shall have the meanings indicated:

Building Official - The officer or other designated authority charged with the administration and enforcement of this code or a duly authorized representative as defined in the Wisconsin Enrolled Building Code.

Fire Official - The Fire Chief or his/her designee as defined in the Village of Fox Crossing Fire Prevention Code.

Gambling Machine -Has the meaning given in §945.01(3), Wis. Stats.

Mechanical Amusement Device - Any machine which upon insertion of a ~~coin or slug~~ **currency or any form of payment including coins, slugs, tokens, paper bills, vouchers, gift card, credit/debit cards, or electronic payment methods** that operates a game, contest or amusement and does not include a pay-off mechanism for the return of ~~slugs, money, coins, vouchers, checks, tokens or merchandise~~. **Examples include such as video arcade games, dartboards, and claw machines, but exclude music devices such as jukeboxes and karaoke.** A billiard table or pool table is **considered** a mechanical **amusement** device when operated commercially, whether it is coin-operated or not.

Outside Event -_An event conducted outside in a space commonly used for alternate use, such as a street or parking lot. These events may or may not include erection of a tent, fence, or boundaries to delineate the area of the event.

Police Official -_The Police Chief or his/her designee as defined in the Village of Fox Crossing Municipal Code.

Special Event -_Any planned occurrence which changes the approved use of any facility; or any event on the public right-of-way or premises, including, but not limited to, parades, gatherings, festivals and athletic events, which is not within the normal and ordinary use of that premises or place or which, by nature of the event, may have a greater impact on Village services or resources or public safety than would have occurred had the event not taken place. Whether the event is

considered within the normal, ordinary, or intended use of the facilities or property shall be determined by the Village's Fire and/or Building Officials.

§150-3. Determination.

...

§150-4. Application and fee.

...

§150-5. Inspections.

...

§150-6. Food and beverage control.

...

§150-7. Mechanical amusement device license.

~~Policy: A mechanical amusement device license is required for any coin-operated entertainment to operate any mechanical amusement device.~~

- ~~A. Application annual fee. Commencement shall be on July 1 and shall expire June 30. The annual license fee shall be an amount set forth in the Village Fee Schedule, reference this Code section, or a six-month license may be obtained. Fees are nonrefundable.~~

A. License Required.

1. A mechanical amusement device license is required for any machine operated commercially within the Village of Fox Crossing that provides a game, contest, or amusement upon payment and does not offer a payout of money or merchandise.
2. This license does not authorize the possession, operation, or use of any gambling machine, video gambling machine (VGM), or any device prohibited under Wisconsin law. Gambling devices are illegal under Wis. Stat. ch. 945, including §945.01(3) (definition of gambling machine), §945.02 (gambling prohibited), §945.03 (commercial gambling), and §945.05 (devices and equipment).
3. All mechanical amusement device licenses shall be signed by the Village Clerk and indicate the name of the licensee and the place where he/she is authorized to conduct the licensed business. Such licenses shall not be transferable from one person to another nor from one premises to another.
4. Licenses issued under this article, shall be posted and displayed in a conspicuous location within the area where the licensed activity is taking place. Any licensee who fails to post his/her license(s) as required shall be presumed to be operating without a license.

~~B. Inspection, approval and issuance. Upon receipt of each application and after prior approval by the Building, Fire and Police Officials, the Village Board shall, at the next regularly scheduled Village Board meeting, approve or deny the license, and the Village Clerk shall notify the applicant of its decision.~~

B. Applications shall be submitted by the establishment where the business will be conducted and filed with the Village Clerk. Each application must include:

a. Establishment Information:

- i. Name of establishment, address, and contact information

- ii. Signature acknowledging compliance with Village ordinance and Wisconsin law
 - b. Rental Company Information (if applicable):
 - i. Business name, address, contact information and relationship to establishment
 - c. Device Details:
 - i. List brand name, types of devices, description of each, and quantity
 - ii. Applicant must specify if the device is used for gambling purposes as defined in Wis. Stat. ch. 945..
- C. Application Fee. Annual licenses commence on July 1 and expire on June 30. A six-month license option is available. The annual and six-month license fee shall be an amount set forth in the Village Fee Schedule. All fees are nonrefundable.
- D. Inspection, approval and issuance. Upon receipt of each application and after prior approval by the Building, Fire and Police Officials, the Village Board shall, at the next regularly scheduled Village Board meeting, approve or deny the license, and the Village Clerk shall notify the applicant of its decision.
- E. Adoption of State Law. The provisions of Wis. Stat. ch. 945 relating to gambling and gambling machines, exclusive of penalty provisions, are hereby adopted and made part of this section by reference.

§150-8. License fees.

...

§150-8.5. Penalty.

Failure to obtain a permit for a special event or mechanical amusement device shall result in a penalty. Second and subsequent offenses shall be assessed at the rate set forth in Chapter A450, Fines and Penalties, referencing this Code section.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. This ordinance shall take effect and be in full force from and after its passage and publication or posting.

Date Introduced: February 23, 2026

Date Adopted: _____

Requested by: Chantel M. Jaenke, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

ORD #260223-4:ORD *Second Reading & Adoption*
AMEND FOX CROSSING MUNICIPAL CODE CHAPTER §A450 FINES & PENALTIES

The Village Board of Trustees of the Village of Fox Crossing do ordain as follows:

Part I. Chapter §A450 Fines & Penalties is hereby amended, as shown in Attachment 1.

Part II. All ordinances or parts of ordinances contradicting the provisions of this ordinance are hereby repealed.

Part III. Effective Date. This ordinance shall take effect and be in full force from and after its passage and publication or posting according to law, on March 9, 2026.

Date Introduced: February 23, 2026

Date Adopted: _____

Requested by: Chantel M. Jaenke, Village Clerk

Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

Chapter §A450

FINES AND PENALTIES

§ A450-1 Schedule of Fines.

Section	Penalty	Fine	State Statute
Chapter 150, Amusements			
§ 150-8.5	Special Event, failure to obtain permit, per event		
	First offense	\$10 to \$200	
	Second and subsequent offense	\$200 to \$500	
§ 150-8.5	Mechanical Amusement Devices, failure to obtain permit		
	First offense	\$10 to \$200	
	Second and subsequent offense	\$200 to \$500	
§ 150-17	Public dances, failure to obtain permit		
	First offense	\$10 to \$200	
	Second and subsequent offense	\$200 to \$500	

RES #260309-5

OPERATOR LICENSE APPLICANTS

WHEREAS, the operator license applicants for the upcoming two-year term, listed below, have made proper application with the Police Department; and

WHEREAS, all applicants either currently hold a valid two-year server license elsewhere, or have successfully completed the mandatory alcohol awareness training program, or have scheduled the course; and

WHEREAS, background checks have been conducted by the Police Department; and

WHEREAS, the Police Chief submits the applicants with a recommendation of approval as follows:

Madison Satterfield – Approved
Jennifer Passehl – Approved
Myrajolly Herman - Approved

NOW, THEREFORE, BE IT RESOLVED that the Village of Fox Crossing Board of Trustees recommends the above applicants recommended for approval be approved, pending payment, successful background checks, and completion of a state-approved alcohol awareness training program, for the licensing period beginning July 1, 2024 - June 30, 2026.

Adopted this 9th day of March, 2026

Requested by: Tim Callan, Police Chief
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

RES #260309-6

EXPENDITURES

WHEREAS, the Village of Fox Crossing has outstanding invoices totaling: \$633,383.49

WHEREAS, the disbursements are categorized below & the detail is attached:

Pending:		
General Fund	\$	145,317.73
Special Revenue Fund	\$	471.46
Debt Fund	\$	-
Capital Projects Fund	\$	8,288.73
Water Fund	\$	50,647.68
Sewer Fund	\$	2,886.94
Stormwater Fund	\$	32,524.31
Trust & Agency Fund	\$	-
Special Processed Payments	\$	393,246.64
Total:	\$	<u>633,383.49</u>

NOW, THEREFORE BE IT RESOLVED, the Village of Fox Crossing Board of Trustees hereby authorizes the above expenditures to be paid by the Finance Department with the exception of none.

Adopted this 9th day of March, 2026.

Requested by: Jeremy Searl, Finance Director
Submitted by: Dale A. Youngquist, Village President

Dale A. Youngquist, Village President

Attest: Chantel M. Jaenke, Village Clerk

VILLAGE OF FOX CROSSING
2000 Municipal Drive
Neenah, WI 54956

EXPENDITURE SUMMARY

For Accounts Payable Period Ending: March 3, 2026
 For Village Board Meeting of: March 9, 2026

REGULAR PROCESSED CHECKS	AMOUNT
General Fund	\$145,317.73
Special Revenue Funds	\$471.46
Debt Fund	\$0.00
Capital Projects Fund	\$8,288.73
Water Fund	\$50,647.68
Sewer Fund	\$2,886.94
Stormwater Fund	\$32,524.31
Trust & Agency Fund	\$0.00
Total Bills for	March 9, 2026
	<u>\$240,136.85</u>

SPECIAL PROCESSED PAYMENTS

CHECK #	PAYEE	DEPT. /PURPOSE	AMOUNT
	Village Specials	2/18-3/3/2026	\$110,599.84
		See Attached Listing	
ACH	Employee Benefits Corp	2/18-2/27/2026	\$6,293.26
ACH	TVRP	2/19/2026	\$9.00
ACH	WDC	2/26/2026	\$9,564.03
ACH	North Shore	2/26/2026	\$1,300.00
56263-56267	Payroll	2/26/2026	\$915.72
ACH	Payroll	2/26/2026	\$189,172.51
ACH	Payroll	2/26/2026	\$75,392.28
		Taxes	<u>\$75,392.28</u>
Total Special Processed Payments			<u><u>\$393,246.64</u></u>
GRAND TOTAL			<u><u>\$633,383.49</u></u>