



136 North Monroe Street  
Waterloo, WI 53594  
Phone: (920) 478-3025  
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[www.waterloowi.us](http://www.waterloowi.us)

**PUBLIC NOTICE OF A COMMITTEE MEETING  
OF THE COMMON COUNCIL OF THE CITY OF WATERLOO**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public & news media, that the following meeting will be held:

**COMMITTEE:** **PUBLIC SAFETY AND HEALTH COMMITTEE**  
**DATE:** **September 4, 2025**  
**TIME:** **6:00 p.m.**  
**LOCATION:** **Municipal Building Police Training Room, 136 N. Monroe Street**

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES: August 7, 2025
- 3) PUBLIC COMMENT
- 4) OLD BUSINESS
  - a) Massage Parlor Ordinance 2025-11
- 5) NEW BUSINESS
  - a) Recreational Vehicles
- 6) BLIGHT REPORT
- 7) FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
- 8) ADJOURNMENT

Committee Members: Thomas, Cummings, Griffin

posted, e-mailed & distributed: 08/29/2025

PLEASE NOTE: IT IS POSSIBLE THAT MEMBERS OF AND POSSIBLY A QUORUM OF MEMBERS OF OTHER GOVERNMENTAL BODIES OF THE MUNICIPALITY MAY BE IN ATTENDANCE AT THE ABOVE MEETING(S) TO GATHER INFORMATION. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY OTHER THAN THAT SPECIFICALLY NOTICED. ALSO, UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR ADDITIONAL INFORMATION OR TO REQUEST SUCH SERVICES PLEASE CONTACT THE CLERK'S OFFICE AT THE ABOVE LOCATION.

## **PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES**

**August 7, 2025**

1. **Call to Order:**  
The Public Safety Committee meeting was called to order by Alderperson Cummings at 6:00PM
2. **Roll Call:**  
Committee members present – Alderperson Cummings, Thomas, DPW Sup Chad Yerges, Chief Sorenson, Lt Warner.
3. **Approval of Public Safety Committee Minutes of June 5, 2025,** Motion by Alderperson Thomas to approve Prior minutes, second by Cummings, motion carried.
4. **Public Comment:** None
5. **Unfinished Business:** Thomas motioned to defer massage parlor ordinance to October's meeting, second by Cummings, motion carried.
6. **New Business:** a) Hiring of new Police Officer. Thomas recommended sending it to council to hire McKenzie Burns effective August 13, 2025. Second by Cummings, motion carried.  
b) Event Wiener and Kraut 5K run/2mile walk September 13, 2025. Thomas recommended to council Wiener and Kraut 5K run/2mile walk September 13, 2025.  
c) Trek CX Cup Oct 3, 2025. Thomas motion to recommend to council Trek CX cup event Oct 3, 2025, second by Cummings, motion carried.
7. Blight List: Reviewed current City Hall Blight List.
8. **Future Agenda Items, Communications, and announcements:** None
9. **Adjourn: Motion** to Adjourn by Alderperson Cummings Second by Griffin, motion carried.



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## ORDINANCE #2025-11

### An Ordinance Creating Chapter 175 Regulating Massage Parlors

WHEREAS, the Common Council finds it to be in the public interest to regulate massage parlors in the City.

NOW, THEREFORE, the Common Council of the City of Waterloo, Jefferson County, Wisconsin, do ordain as follows:

SECTION 1. Chapter 175 of the Code of Ordinances is hereby created as set forth in Exhibit A.

SECTION 2. All other provisions of the Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

SECTION 3. This ordinance shall take effect upon passage and publication as provided by law.

Acted on and adopted at a result meeting of the Common Council on \_\_\_\_\_, 2025.

### CITY OF WATERLOO

\_\_\_\_\_  
Jenifer Quimby, Mayor

Attest:

\_\_\_\_\_  
Jeanne Ritter, City Clerk

Date Adopted \_\_\_\_\_ Date Published \_\_\_\_\_

## MASSAGE PARLORS

### § 175-1. Purpose and Intent

The City of Waterloo enacts this ordinance to protect public health, safety, and welfare by ensuring that businesses offering massage services operate in a professional and legitimate manner, preventing illegal activities such as prostitution and human trafficking.

### § 175-2. Definitions

For the purposes of this ordinance:

- **“Massage”**: Any method of treating external parts of the human body for remedial, relaxation, or therapeutic purposes by rubbing, stroking, kneading, tapping, pounding, vibrating, or other similar methods.
- **“Massage Parlor/Establishment”**: Any business that advertises or offers massages for compensation, excluding licensed medical offices and physical therapy practices.
- **“Massage Establishment License”** means a license issued by the City under the authority of this ordinance, permitting the operation of a business where massage therapy services are offered or provided for compensation.
- **“Massage Therapist”**: An individual licensed by the State of Wisconsin under Wis. Stat. § 460.04 to engage in the practice of massage therapy or bodywork therapy.
- **“Massage Therapist License”** means a valid and active credential issued by the Wisconsin Department of Safety and Professional Services (DSPS) pursuant to Wis. Stat. § 460.04, authorizing an individual to practice massage therapy or bodywork therapy in the State of Wisconsin.
- **“Owner”** means any person or entity holding a legal or equitable interest in the massage establishment, including, but not limited to, any sole proprietor, partner, corporate officer, or limited liability company member.
- **“Table shower”** means a procedure in which a client lies on a table or platform while being sprayed or washed by a massage therapist or employee, often associated with spa-type water massages.
- **“Vichy shower”** means a system that sprays water over a client while they are lying down and may involve physical contact.
- **“Sexually Explicit Advertising”** means any written, visual, or oral communication that: Depicts or describes sexual conduct or nudity; Suggests, implies, or offers sexual activity, erotic services, or other acts not permitted by Wisconsin law; Includes terminology commonly associated with prostitution or escort services,

such as “happy ending,” “sensual massage,” “erotic rub,” “sexy staff,” “special services,” or similar terms.

- **“Refusal to Allow Inspection”** means a licensee’s or employee’s denial, delay, obstruction, or limitation of lawful entry by authorized city officials during posted or known business hours for purposes of conducting inspections as required by this ordinance.
- **“Business Hours”** means the posted hours during which the massage establishment is open to the public for the provision of massage services, but in no event earlier than 8:00 AM or later than 8:00 PM, unless a variance is granted by the City.
- **“Locked During Business Hours”** means any action by which the establishment’s main entrance door is physically secured against entry by customers or public safety officers during posted business hours, except during an emergency lockdown situation necessary for the immediate safety of those present.
- **“Premises”** means the physical location occupied by the massage establishment, including all rooms, hallways, restrooms, and storage areas used in the operation of the business.
- **“Prostitution”** means intentionally engaging in, offering to engage in, or requesting another to engage in sexual intercourse, sexual contact, or any lewd or lascivious act for anything of value, including money, goods, services, or other benefits.
- **“Solicitation of Prostitution”** means knowingly requesting, encouraging, inducing, or attempting to cause another person to engage in an act of prostitution, regardless of whether money or anything of value is exchanged, and regardless of whether the act actually occurs. Includes verbal or written offers, gestures, coded language, or online communication made for the purpose of arranging sexual activity in exchange for value. Applies to clients (“johns”), facilitators, or anyone attempting to procure sexual services.
- **“Law Enforcement Officer”** means any person employed by a city, county, or the State of Wisconsin who is vested by law with the duty to maintain public order or to make arrests for crimes, including but not limited to police officers, sheriff’s deputies, state patrol officers, and investigators from the Wisconsin Department of Justice.
- **“Authorized Inspector”** means any city, county or state official, employee, or agent who is designated by law to conduct inspections of massage establishments for compliance with this ordinance and state law, including but not limited to building

inspectors, fire inspectors, zoning officials, public health officials, and business licensing personnel.

### **§ 175-3. License Required**

(a) No person shall operate a massage parlor within the City of Waterloo without first obtaining a Massage Establishment License from the City Clerk.

(b) All persons providing massages must possess a valid Wisconsin Massage Therapist or Bodywork Therapist license.

### **§ 175-4. Application for Massage Establishment License**

Applicants must submit to the City Clerk:

1. Completed application form with:
  - Legal name and any aliases.
  - Proof of ownership or leasehold interest in the business premises.
  - List of all owners, partners, members, or corporate officers.
2. Copy of a valid State of Wisconsin Massage Establishment license, if applicable.
3. Background check authorization for each owner/operator.
4. Nonrefundable application fee of **\$[amount]** set by the Common Council.
5. Floor plan of the premises showing all rooms and uses.

### **§ 175-5. Conditions of Operation**

Massage establishments must:

(a) Operate only between the hours of 8:00 AM and 8:00 PM, unless an extended-hours permit is issued.

(b) Keep the premises clean, sanitary, and well-lit at all times.

(c) Maintain a log of all massage services provided, including client names (or initials) and times, for a period of one year, available for inspection by law enforcement upon lawful request.

(d) Ensure that massage therapists are properly clothed in professional attire and that no nudity or sexually explicit conduct occurs on premises.

(e) Display each massage therapist's state license prominently.

(f) No person shall reside, sleep overnight, or maintain living accommodations at the massage establishment, including but not limited to the use of beds, cots, mattresses, or sleeping bags.

(g) All external doors to the massage establishment accessible to the public shall remain unlocked during regular business hours when services are being provided, unless the business is closed to the public.

(h) Nothing in this subsection shall prevent the locking of doors during an emergency

lockdown situation when necessary for safety.

(i) No advertising, display, or promotion of sexually explicit conduct, acts, or services shall be permitted at the establishment or online.

(j) The use of table showers, Vichy showers, or similar equipment that involves bathing or washing of clients by employees is strictly prohibited within the massage establishment.

#### **§ 175-6. Prohibited Acts**

No massage establishment or therapist shall:

(a) Allow, offer, or engage in sexual activity or conduct of a sexual nature on the premises.

(b) Employ anyone as a massage therapist who does not possess a valid state license.

(c) Operate as a front for prostitution, human trafficking, or other illegal activities.

#### **§ 175-7. Duty to Report Solicitation of Prostitution**

##### **(a) Mandatory Reporting Requirement**

Any massage therapist, employee, or license holder of a massage establishment who is directly solicited for prostitution by a client or other individual on the premises shall immediately report the incident to the Waterloo Police Department or other law enforcement agency.

##### **(b) Method of Reporting**

Reports may be made verbally or in writing and must include, to the extent known:

1. The date and time of the incident;
2. A description of the individual making the solicitation;
3. Any identifying information (e.g., name, phone number, license plate, appointment record); and
4. A description of the conduct that constituted the solicitation.

##### **(c) Employer Notification Not Required**

Nothing in this section shall require a massage therapist or employee to notify an employer or supervisor before making the report. Reports may be made confidentially.

##### **(d) Retaliation Prohibited**

No owner, manager, or supervisor of a massage establishment shall discharge, discipline, or otherwise retaliate against any person for reporting a solicitation of prostitution in good faith.

##### **(e) Failure to Report**

Failure by a licensed massage therapist or employee to report a known act of solicitation may result in penalties under sections 8 and 9.

#### **175- 7. Inspections**

Any law enforcement officer, health department inspectors, and/or duly authorized officials may conduct reasonable inspections of licensed massage establishments during

operating hours to ensure compliance with this ordinance.

It is unlawful for any licensee, employee, or agent to refuse, hinder, or interfere with any lawful inspection authorized by this section.

#### **§ 175-8. Penalties**

Violation of this ordinance shall subject the offender to:

- A municipal forfeiture not less than \$250 and not more than \$2,500 per violation.
- Refusal to permit a lawful inspection shall constitute a separate violation, subject to an additional forfeiture of not less than \$500 and not more than \$2,500.
- Possible suspension or revocation of the massage establishment license after notice and hearing.
- Violation of Section 5(f) (prohibition on living accommodations) shall be subject to an immediate fine of \$500 per violation and may result in emergency suspension of the massage establishment license.

#### **§ 175-9. Reporting of Violations to State Authorities**

(a) Mandatory Reporting:

The City Clerk or designee shall report any of the following to the Wisconsin Department of Safety and Professional Services (DSPS):

1. Any violation by a licensed massage therapist involving illegal sexual activity, controlled substances, fraud, or violations of professional licensing standards;
2. Any conviction of a massage therapist for a felony or misdemeanor related to their practice;
3. Any finding that a therapist has engaged in unlicensed practice of massage therapy or bodywork therapy.

(b) Notification Contents:

Reports to DSPS shall include:

- Name of the individual;
- Wisconsin license number (if applicable);
- Description of the violation or incident;
- Disciplinary actions taken by the City; and
- Any supporting documentation from investigations or hearings.



(c) Timing:

Reports shall be made within ten (10) business days after the City determines that a reportable violation has occurred.

### **§ 175-10. License Suspension and Revocation**

(a) Grounds:

The City may suspend or revoke any Massage Establishment License for any of the following:

1. Violation of any provision of this ordinance or state law regulating massage establishments.
2. Conviction of any owner, manager, or employee for a crime involving prostitution, human trafficking, sexual misconduct, or controlled substances.
3. Refusal to allow a lawful inspection under Section 7.
4. Three or more ordinance violations occurring within a twelve (12) month period.

(b) Procedure:

Before suspension or revocation, the licensee shall be entitled to a hearing before the Common Council or its designated hearing officer.

- Written notice stating the grounds for suspension or revocation and the time and place of the hearing shall be served at least ten (10) days prior to the hearing.
- The licensee may appear at the hearing with or without legal counsel, present evidence, and cross-examine witnesses.
- The Common Council may suspend the license for a period not to exceed ninety (90) days or revoke the license entirely.

(c) Emergency Suspension:

If the City determines that the continued operation of a massage establishment presents an immediate threat to public health, safety, or welfare, the Chief of Police or City Clerk may issue a temporary suspension order pending a hearing, effective immediately.

### **§ 175-11. License Renewal**

(a) Term and Expiration:

All Massage Establishment Licenses issued under this ordinance shall expire on December 31 of each year, regardless of the date of issuance.

(b) Renewal Application:

Licensees seeking renewal must submit a renewal application to the City Clerk no later than November 30 of each year, which shall include:

1. Updated ownership and operator information.

2. Proof of continued compliance with applicable state licensing requirements.
3. Certification that all massage therapists employed hold valid Wisconsin licenses.
4. Authorization for updated background checks on owners and operators.
5. Payment of a renewal fee as set by the Common Council.

(c) Grounds for Denial of Renewal:

Renewal may be denied for:

1. Failure to comply with the requirements of this ordinance.
2. Outstanding fines, forfeitures, or unpaid taxes owed to the City.
3. Pending or prior disciplinary action against the massage establishment or its employees.
4. A material misstatement or omission on the renewal application.

(d) Renewal Hearing:

If the City Clerk intends to deny renewal, the licensee shall be entitled to a hearing before the Common Council or designated hearing officer, following the same notice and hearing procedures described in Section 9(b).

**§ 175-12. Severability**

If any section, subsection, sentence, clause, or phrase of this ordinance is held unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions.

**§ 175-13. Effective Date**

This ordinance shall take effect upon passage and publication according to law.

## Appendix A – Penalties and Enforcement Summary Table

Violation Type	Penalty	Other Consequences
Operating without a Massage Establishment License	\$500 – \$2,500 per violation	Immediate cease-and-desist order; possible criminal charges under state law; License suspension or revocation
Employing unlicensed massage therapists	\$500 – \$2,500 per violation	Immediate cease-and-desist order; License suspension or revocation; possible criminal charges under state law
Violation of Conditions of Operation (e.g., hours, dress code, records)	\$250 – \$2,500 per violation	License suspension after 3 violations in 12 months
Refusal to allow lawful inspection	\$500 – \$2,500 per violation	Immediate license suspension pending hearing
Offering or allowing sexual activity on premises	\$1,000 – \$2,500 per violation	Immediate emergency suspension; probable license revocation; possible criminal charges under state law
Failure to renew license on time	\$100 late fee + renewal fee	Potential suspension of operating authority
Material misstatement on application or renewal	\$250 – \$2,500 per violation	Denial or revocation of license

## Enforcement Actions Summary

Action	Trigger	Process
License Suspension	3 ordinance violations within 12 months; refusal to allow inspection; threat to public health/safety	Notice and hearing before Common Council or hearing officer
Emergency Suspension	Immediate threat to public health/safety	Temporary suspension issued by Chief of Police or City Clerk, effective immediately, followed by a hearing

<b>Action</b>	<b>Trigger</b>	<b>Process</b>
License Revocation	Repeated or serious violations, criminal convictions tied to premises	Hearing with notice; revocation decision by Common Council
License Renewal Denial	Outstanding violations, unpaid fines, inaccurate renewal application, disqualification under state law	Notice and hearing before Common Council or hearing officer

# City of Waterloo, Wisconsin

## Massage Establishment License Application Form

City Clerk's Office

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### 1. Business Information

- Legal Business Name: \_\_\_\_\_
  - Doing Business as: \_\_\_\_\_
  - Business Address: \_\_\_\_\_
  - Business Phone Number: \_\_\_\_\_
  - Business Email Address: \_\_\_\_\_
  - Business Entity Type: ☐ Sole Proprietor ☐ Partnership ☐ Corporation ☐ LLC
- 

### 2. Applicant (Owner/Operator) Information

- Full Legal Name: \_\_\_\_\_
- Date of Birth: \_\_\_\_\_
- Home Address: \_\_\_\_\_
- Phone Number: \_\_\_\_\_
- Email Address: \_\_\_\_\_

(If multiple owners/partners, attach additional sheets with full information.)

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### 3. Premises Information

- Property Owner Name (if leased): \_\_\_\_\_
  - Property Owner Contact Information: \_\_\_\_\_
  - Attach copy of lease agreement or proof of ownership.
  - Attach floor plan showing layout of business, including all rooms.
-

#### 4. Massage Therapist Information

List all massage therapists employed or contracted (attach additional sheets if necessary):

**Name Wisconsin License Number Expiration Date**

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#### 5. Criminal History

Has any owner, operator, or managing employee been convicted of any crime involving prostitution, human trafficking, controlled substances, or any offense involving moral turpitude?

☐ Yes ☐ No

(If Yes, attach detailed explanation.)

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#### 6. Required Attachments

- ☐ Copy of all owners' photo IDs
  - ☐ Proof of valid massage therapist licenses for all employees
  - ☐ Authorization for Background Check (attached form)
  - ☐ Application Fee (\$[amount])
  - ☐ Signed Certification (below)
- 

#### 7. Certification

I hereby certify that the information contained in this application is complete and true. I understand that any false statement may result in denial, suspension, or revocation of any license issued. I authorize the City of Waterloo to conduct background checks as required.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**City of Waterloo, Wisconsin**

**Massage Establishment Inspection Checklist**

**Police Department**

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**Business Name:** \_\_\_\_\_

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

**Date of Inspection:** \_\_\_\_\_

**Inspector Name:** \_\_\_\_\_

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**Premises**

- ☐ Business license displayed prominently.
  - ☐ Massage therapist licenses displayed for all practitioners.
  - ☐ Floor plan matches submitted plan.
  - ☐ Premises clean, sanitary, and well-lit.
  - ☐ All treatment rooms properly labeled and accessible for inspection.
  - ☐ No beds, cots, mattresses, sleeping bags, or evidence of overnight living on premises.
  - ☐ All doors accessible to the public remain unlocked during business hours (unless emergency).
  - ☐ No table showers, Vichy showers, or similar bathing equipment observed or in use.
  - ☐ No plumbing fixtures installed in massage rooms for client bathing purposes.
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**Personnel**

- ☐ All individuals providing massage are licensed in Wisconsin.
  - ☐ Professional attire worn by all massage therapists.
  - ☐ Employees aware of and complying with hours of operation.
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## Records

- ☐ Client logbook maintained properly (client names/initials, date/time).
  - ☐ Logbook available for lawful inspection.
  - ☐ Retention of client records for one year.
- 

## Operations

- ☐ No sexually explicit materials or advertisements visible.
  - ☐ No evidence of sexual activity or solicitation.
  - ☐ No alcohol, illegal drugs, or unlicensed sales on premises.
  - ☐ No sexually explicit advertisements, flyers, or marketing materials displayed or distributed.
  - ☐ Refusal to inspect: ☐ Yes ☐ No
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## Final Notes/Violations:

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## Inspector's Recommendation:

☐ Approved ☐ Re-inspection required ☐ Violation Notice Issued

Inspector Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**City of Waterloo, Wisconsin**

**NOTICE OF VIOLATION – MASSAGE ESTABLISHMENT**

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**Date of Issue:** \_\_\_\_\_

**Time of Issue:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Owner/Manager (if known):** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Inspector/Officer Name:** \_\_\_\_\_

**Badge/Employee Number (if applicable):** \_\_\_\_\_

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**Nature of Violation(s)**

(Check all that apply)

- ☐ **Operating without a valid Massage Establishment License**
- ☐ Employing unlicensed massage therapist(s)
- ☐ Refusal to allow lawful inspection
- ☐ Providing massage services outside of permitted business hours
- ☐ Failure to maintain required client records
- ☐ Sleeping or living on premises (beds, cots, mattresses, etc.)
- ☐ Locked doors during regular business hours (non-emergency)
- ☐ Sexual activity or solicitation observed or reported
- ☐ Failure to display licenses properly
- ☐ Other (describe below)

**Other / Description of Violation:**

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**Required Corrective Action(s)**

☐ | Cease and desist specific activity immediately | ☐ | Submit corrected documentation within \_\_\_\_ days | ☐ | Appear at hearing scheduled for: \_\_\_\_\_ | ☐ | Business ordered temporarily closed pending hearing | ☐ | Other corrective action (describe): \_\_\_\_\_ |

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**Penalty Information**

- **Potential Fine:** \$\_\_\_\_\_ per violation.
- **License Action:** May result in suspension, revocation, or non-renewal.
- **State Reporting:** Violation may be reported to the Wisconsin Department of Safety and Professional Services (DSPS) if applicable.

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**Service of Notice**

☐ | Delivered in person to owner/manager | ☐ | Posted conspicuously on premises | ☐ | Sent via certified mail to business address |

Recipient Name (printed): \_\_\_\_\_

Recipient Signature (if available): \_\_\_\_\_

Date: \_\_\_\_\_

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**Inspector/Officer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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**Important**

Failure to correct the violations described herein may result in additional enforcement actions, including increased fines, suspension or revocation of the Massage Establishment License, or other legal remedies.

For questions, contact:

**City Clerk's Office**

Phone: [Insert City Phone Number]

Email: [Insert City Email Address]

City of (City), Wisconsin

**NOTICE OF HEARING – MASSAGE ESTABLISHMENT LICENSE**

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**Date of Issue:** \_\_\_\_\_

**Time of Issue:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Owner/Manager (if known):** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Hearing Date:** \_\_\_\_\_

**Time of Hearing:** \_\_\_\_\_

**Hearing Location:** [Insert Location, e.g., City Hall, Council Chambers]

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**Notice of Hearing for Violation(s)**

You are hereby notified that a hearing will be held to address the following violation(s) related to your Massage Establishment License:

- ☐ **Operating without a valid Massage Establishment License**
- ☐ Employing unlicensed massage therapist(s)
- ☐ Refusal to allow lawful inspection
- ☐ Providing massage services outside of permitted business hours
- ☐ Failure to maintain required client records
- ☐ Sleeping or living on premises (beds, cots, mattresses, etc.)
- ☐ Locked doors during regular business hours (non-emergency)
- ☐ Sexual activity or solicitation observed or reported
- ☐ Failure to display licenses properly
- ☐ Other (describe below)

**Violation(s) Reported by:**

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**Hearing Details**

At the hearing, you may present evidence, testimony, and witnesses. You may also be represented by legal counsel. The purpose of the hearing is to determine if your license will be suspended, revoked, or if any fines will be assessed as a result of the violations listed above.

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**Your Rights:**

- You have the right to attend the hearing and speak on your behalf.
- You may present any documents, records, or other evidence.
- You may be represented by an attorney, at your expense.
- If you fail to attend the hearing, the hearing officer may make a decision based on available evidence.

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**Failure to Attend:**

If you do not attend the hearing, the hearing officer may decide to proceed in your absence, and a ruling may be issued based on the information available. Failure to attend may result in suspension, revocation, or other enforcement actions.

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**Corrective Action:**

If the hearing determines that violations have occurred, corrective actions may include:

- Fines (as specified in the ordinance).
- Suspension or revocation of your Massage Establishment License.
- Reporting of violations to the Wisconsin Department of Safety and Professional Services (DSPS) (if applicable).
- Other enforcement actions authorized by City ordinance.

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**Appeals Process:**

If you disagree with the outcome of the hearing, you may appeal the decision to the [City Board of Appeals or Common Council] within [time frame, e.g., 10 business days].

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**Contact Information:**

If you have any questions or require additional information, please contact:

**City Clerk's Office**

Phone: [Insert City Phone Number]

Email: [Insert City Email Address]

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**Acknowledgment of Notice**

I, the undersigned, acknowledge receipt of this Notice of Hearing and understand that I am required to attend or respond as directed above.

Recipient Name (printed): \_\_\_\_\_

Recipient Signature (if available): \_\_\_\_\_

Date: \_\_\_\_\_

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**City Clerk/Officer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BLIGHT LIST 07.23.2025 updated 08.20.2025**

Street	Property #	Owner of Property	Who Complained /follow up with	Complaint	Filed date	WW issued	Warning Letter Sent	F/U date & note	Citation issued	
Henry Court	318	Steven Statz	PD/DPW	Trailer	07.23.2025					
Lum Ave	920	Kenneth Frandle	PD/DPW	Junk	07.23.2025	05.07.2025			07.29.2025	
Portland Road	208	Joseph Wendy	PD/DPW	Junk	07.23.2025	08.06.2025		08.20.2025		
N Monroe St	310	James Cahoon	PD/DPW	Vehicle	07.23.2025	08.04.2025		08.14.2025		
Jefferson St	363	Tracy Aide	PD/DPW	Junk	07.23.2025	08.06.2025		08.16.2025		
Jefferson St	144	Patricia Schickert	PD/DPW	Vehicles	07.23.2025					
E Madison St	362	Jeremy Uttech	PD/DPW	Junk	07.23.2025	See note 2				
Knowlton Street	334	Bradley Bauer	PD/DPW	Camper	07.23.2025					
Taylor Street	339	Dennis Johnson Jr	PD/DPW	Vehicles/Junk	07.23.2025	08.07.2025		08.17.2025		
E Indian Hills	613	Bradley Mosher	PD/DPW	Trailer	07.23.2025					
Hiawatha Street	620	Aaron Weiford	PD/DPW	Junk	07.23.2025		08.12.2025	08.27.2025		
E Madison St	315	Vidal Hernandez	PD/DPW	Vehicle	07.23.2025	08.02.2025		08.12.2025		
Minnetonka	437	Bruce Braunschweig	PD/DPW	Junk	07.23.2025	08.06.2025		08.16.2025		
Portland Road	230	Tanner Womack	PD/DPW	Junk	07.21.2025	07.21.2025				
Sunrise Ct	691	Jesse Gonzalez	PD/DPW	Vehicle	07.23.2025	08.04.2025		08.14.2025		
Notes										
1) Braunschweig's citation from 01.13.2025 was found guilty on 02.20.2025, 04.17.2025 was found guilty on 06.23.2025. Started new for lawn mower										
2) Uttech issued a letter that is an ongoing warning for junk, selling items, and un-reg vehicles										