



# **AGENDA OF THE PROTECTION AND POLICY COMMITTEE**

**MONDAY, FEBRUARY 24, 2025, 4:00 PM**

**In person at City Hall, Room 207.**

**Virtual attendance also available via Zoom.**

## **A. Zoom Meeting Information.**

- I. Join Zoom Meeting Online:  
<https://us02web.zoom.us/j/83659327036>

Or call in by phone: +1 312 626 6799

Meeting ID: 836 5932 7036

Passcode: 383540

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

## **B. Roll Call.**

## **C. Approval of the Agenda.**

## **D. Approval of Minutes.**

- I. January 27, 2025.

## **E. Regular Business.**

- I. Consideration with possible action for approval of an original liquor license "Class B" and Class "B" application for Barleys Pub and Grill, LLC at 846 Lime Kiln Rd. with a license premises description as "bar and grill, back office and storage with walk-in coolers and outdoor patio
2. Consideration, with possible action, to approve a limited expansion of licensed premises at 1265 Lombardi described as "the stadium and all surrounding parking lots of Lambeau Field," for Green Bay Sport Service, Inc., on the following dates: April 22 to April 27, 2025.

3. Consideration, with possible action, to approve a limited expansion of licensed premises at 1004 Brett Favre Pass described as "outdoor venues within hotel's premises with 15-20 in 10' x 10' tents plus two to three 20' x 40' tents," for Legacy Hotel, LLC., on the following dates: April 24 to April 26, 2025.
4. Consideration, with possible action, to approve a limited expansion of licensed premises at 240 N Broadway, described as "tent in parking lot with small bar area," for Irish Temper, on the following dates: March 15 to March 17, 2025.
5. Consideration with possible action on a Class "B" license amendment to extend from "803 to include 801 Klaus Street," Cocina Latina, LLC at 803 Klaus Street.
6. Consideration with possible action on an original application for Serrano Enterprises, LLC at 226 S. Broadway with a license premises description as "ALL BEER/WINE/LIQ WILL BE STORED BEHIND BAR AND BACK ROOM STORAGE," (Currently licensed as Pour Life Choices, LLC).
7. Consideration with possible action for an approval of a Massage Establishment License at 989 W Mason, Tulip Spa (Luck Wenxi Therapy, LLC).
8. Consideration with possible action on General Ordinance No. 04-25 relating to Special Meetings.
9. Consideration with possible action on General Ordinance No. 07-25 relating to License to Keep Hens.
10. Consideration with possible action on General Ordinance No. 08-25 relating to Mobile Food Truck Application.

#### **F. Informational.**

1. Green Bay Police Department Violation Report for liquor and massage establishments.
2. Clerk's Office Report of the Presidential Election.

#### **G. Adjournment.**

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT [www.greenbaywi.gov](http://www.greenbaywi.gov)
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Protection and Policy committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.
- 5) FOR ALL LICENSING ISSUES, the Committee may convene in closed session pursuant to §19.85 (1)(b) and/or §19.85 (1)(f) Wis. Stats., for the purpose of considering information with respect to licensing for a person, including financial, social, or personal information. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.I**

Consideration with possible action for approval of an original liquor license "Class B" and Class "B" application for Barleys Pub and Grill, LLC at 846 Lime Kiln Rd. with a license premises description as "bar and grill, back office and storage with walk-in coolers and outdoor patio

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

1. LEASE-846 LIME KILN
2. business security plan
3. 2024-01-22 org application



Report to the  
Protection and Policy Committee  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.2**

Consideration, with possible action, to approve a limited expansion of licensed premises at 1265 Lombardi described as "the stadium and all surrounding parking lots of Lambeau Field," for Green Bay Sport Service, Inc., on the following dates: April 22 to April 27, 2025.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.3**

Consideration, with possible action, to approve a limited expansion of licensed premises at 1004 Brett Favre Pass described as "outdoor venues within hotel's premises with 15-20 in 10' x 10' tents plus two to three 20' x 40' tents," for Legacy Hotel, LLC., on the following dates: April 24 to April 26, 2025.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Report to the  
Protection and Policy Committee  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.4**

Consideration, with possible action, to approve a limited expansion of licensed premises at 240 N Broadway, described as "tent in parking lot with small bar area," for Irish Temper, on the following dates: March 15 to March 17, 2025.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.5**

Consideration with possible action on a Class "B" license amendment to extend from "803 to include 801 Klaus Street," Cocina Latina, LLC at 803 Klaus Street.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Cocina Latina Amendment 2\_24\_25



Clerk & Treasurer's Office  
100 North Jefferson Street • Room 106  
Green Bay, Wisconsin 54301-5026  
clerk@greenbaywi.gov  
www.greenbaywi.gov

Phone 920.448.3010  
Fax 920.448.3016

## 4.7 License Amendment

Please use this form to amend your licensed premises. Submit this amendment application to the Clerk. A license amendment application to the Clerk. Changes to licensed premises shall be approved by the Community and Economic Development Department—Inspections and also approved or denied by Protection & Policy and Council.

If the license amendment includes City Property, fill out the Premises Expansion on City Property instead. If the license amendment is temporary, fill out the Limited Expansion of Licensed Premises instead.

### A. Licensed Premises Information

Liquor License Applicant: Saman Sbahi - José L Ortega Cerna

Business dba Name: Cocina Latina LLC

Licensed Address: 803 Klaus street, Green Bay, WI 54302

Liquor/Beer Agent Name: Saman Sbahi

Business Mailing Address: 803 Klaus st, Green Bay, WI 54302

Business Phone: (920) 785 9011 Business Email: Cocinalatina504@gmail.com

License Type: Class "B" Beer - license N° 217966

### B. New License Premises Description (to appear on the liquor license) include

Cocina Latina is now extended from 803 to 801. Klaus st  
The 801 location has 1 bathroom. Beer will be served in this location  
as well. We will now have loud music played on Fridays. Saturday  
from 9:00 PM to 2:00 AM. Professional security personnel will be  
present during this time.

### C. Outdoor Patio (If Applicable)

Does the area include outdoor areas (a licensed patio, or any other outdoor area used in conjunction with a licensed premises)?

☒ No

☐ Yes

(If no, proceed to Section D.)

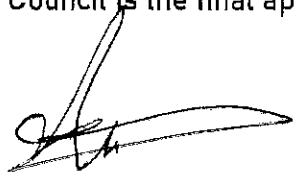
(g) *Licensed patio.*

- (2) *Amendment.* A licensee may apply to amend its licensed premises to include an patio. Photographs of the outdoor area are required to be submitted with the application. The application for amendment shall be subject to review in the same manner as any other license application, including administrative review, and the restrictions provided in this chapter.
  - (3) *Immediately adjacent.* A licensed patio must be immediately adjacent to the indoor portion of the licensed premises. For purposes of this section, a patio is immediately adjacent if it can be accessed from the indoor portion of the licensed premises without crossing any unlicensed area.
  - (4) *Barrier.* A licensed patio must be enclosed by a permanent fence, structure, or other barrier that clearly delineates the separation from licensed to unlicensed area. The fence, structure, or other barrier must be at least three feet in height and must clearly separate the licensed premises from any non-licensed area. Photographs of the barrier shall be provided with the application.
  - (5) *Ingress.* Access to a licensed patio shall be through an indoor licensed area. Ingress to a licensed patio from an unlicensed area should be limited to safety purposes only. Egress to an unlicensed area without the ability to return shall not be limited, to permit egress for safety purposes.
- ☐ I have reviewed the municipal code regarding the requirements of a licensed patio and my area complies with the ordinance.
- ☐ I built an outdoor area. I enclosed or e-mailed [clerk@greenbaywi.gov](mailto:clerk@greenbaywi.gov) photographs of the outdoor patio to be licensed.
- ☐ I am planning to build an outdoor area. I enclosed or e-mailed [clerk@greenbaywi.gov](mailto:clerk@greenbaywi.gov) site plans/drawings of the outdoor patio to be licensed.

### D. Signature/Next Steps

The information on this form is true and correct to the best of my knowledge. I understand the license amendment requires approval from Committee/Council and Inspections.

I understand that once filed, I will be asked to attend a Protection & Policy Committee Meeting and Council is the final approving authority.



(920) 247-8455

[ceinalatina504@gmail.com](mailto:ceinalatina504@gmail.com)

02-11-2025

Applicant Signature

Phone Number

Email Address

Date



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.6**

Consideration with possible action on an original application for Serrano Enterprises, LLC at 226 S. Broadway with a license premises description as "ALL BEER/WINE/LIQ WILL BE STORED BEHIND BAR AND BACK ROOM STORAGE," (Currently licensed as Pour Life Choices, LLC).

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

1. surrender
2. 226 S Broadway org application



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.7**

Consideration with possible action for an approval of a Massage Establishment License at 989 W Mason, Tulip Spa (Luck Wenxi Therapy, LLC).

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

1. 989 W Maon Floor Plan
2. 989 W Mason Application
3. 989 W Mason Corrected Floor Plan
4. 989 W Mason Insurance
5. 2025-01-21 Inspection approval
6. 2025-02-18 989 W mason Denial details--PD Report
7. Weiwen Zhu License
8. Weiwen Zhu Massage License
9. Xi Fillion Massage License
10. Xi Fillion Drivers License



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.8**

Consideration with possible action on General Ordinance No. 04-25 relating to Special Meetings.

**BACKGROUND**

Ordinance Special Meetings

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Draft G.O. 04-25 Relating to Special Meetings

GENERAL ORDINANCE NO. 04-25

AN ORDINANCE  
AMENDING SECTION 2-22(b),  
GREEN BAY MUNICIPAL CODE,  
RELATING TO SPECIAL MEETINGS

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 2-22(b), Green Bay Municipal Code, is hereby amended to read:

(b) *Special meetings.* The Mayor, upon permission from the Council President, or in the absence of the Council President, the Vice-President, may call a special meeting at any time by a ~~written~~ **giving** notice to each member of the Council, ~~delivered personally to the Alderperson or left at the usual abode~~ at least 24 hours before the time set for the meeting. **Notice shall be given by electronic transmission to the City issued email address of each member of Council.** In cases of emergency or natural disaster, the notice requirement may be reduced to two hours before the time set for the meeting. Upon a petition filed with the City Clerk, containing the signatures of at least one-third of the members of the Council, a special meeting shall be called and notice given as provided herein. Such notice shall specify the object of the meeting and the business to be transacted, and no business may be transacted at a special meeting except that for which the meeting was called.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

APPROVED:

\_\_\_\_\_  
Eric Genrich, Mayor

ATTEST:

\_\_\_\_\_  
Celestine Jeffreys, Clerk

law

03/04/2025



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.9**

Consideration with possible action on General Ordinance No. 07-25 relating to License to Keep Hens.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Draft G.O. 07-25 Relating to License to Keep Hens

GENERAL ORDINANCE NO. 07-25

**AN ORDINANCE  
AMENDING SECTION 6-3,  
GREEN BAY MUNICIPAL CODE,  
RELATING TO LICENSE TO KEEP HENS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 6-3, Green Bay Municipal Code, is hereby amended to read:

- (a) *License required.* The owner of any hen (female Gallus gallus domesticus) more than ~~eight~~ **sixteen (16)** weeks of age shall annually, or on or before the date the hen becomes ~~eight~~ **sixteen (16)** weeks of age, pay the hen license fee and obtain a license. The term "owner" shall include every person who owns, harbors, or keeps a hen.
- (b) *Fee.* The license fee shall be as provided in the City Fee Schedule ~~for a single license to keep up to four hens.~~ The license year commences on January 1 and ends on December 31. **The fee shall not be prorated.**
- (c) **Limits. Each license shall allow for a total of five (5) hens.**
- (d) **No roosters. Roosters shall be prohibited from the City, and are not permitted to be licensed.**
- (e) *Late fees.* The City Clerk shall assess and collect a late fee as provided in the City Fee Schedule from every owner of a hen eight weeks of age or older if the owner fails to obtain a license prior to April 1 of each year, or within 30 days of acquiring ownership of a licensable hen, or if the owner fails to obtain a license on or before a hen reaches the licensable age.
- (f) *Issuance of licenses.* Only one license may be issued to each parcel number. Upon payment of the required hen license fee, the City Clerk shall complete and issue to the owner a license stating the owner's name and address, parcel number, date of issuance, and date of license expiration. The City Clerk shall keep a duplicate copy of the license on file.
- (g) *Penalties.* Any person who shall violate any of the provisions of this section shall be subject to a forfeiture of not less than \$25.00 nor more than \$100.00 for the first offense and not less than \$50.00 nor more than \$200.00 for subsequent offenses.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

APPROVED:

\_\_\_\_\_  
Eric Genrich, Mayor

ATTEST:

\_\_\_\_\_  
Celestine Jeffreys, Clerk

law  
03/04/2025



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # E.10**

Consideration with possible action on General Ordinance No. 08-25 relating to Mobile Food Truck Application.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

- I. Draft G.O. 08-25 Relating to Mobile Food Establishments

GENERAL ORDINANCE NO. 08-25

AN ORDINANCE  
AMENDING SECTION 10-575(a),  
GREEN BAY MUNICIPAL CODE,  
RELATING TO MOBILE FOOD TRUCK APPLICATION

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Section 10-575(a), Green Bay Municipal Code, is hereby amended to read:

(a) *Application.* Any person desiring to operate a mobile food establishment shall ~~apply for a~~ **submit a completed** license ~~application, a completed hold harmless agreement, and pay the~~ **proper license fee for each mobile food truck establishment managed. The Clerk shall** ~~create and manage the license application, sign completed hold harmless agreements on~~ **behalf of the City, and accept payments.** ~~on a form promulgated by the City Clerk and pay the~~ proper license fee for each mobile food establishment managed by the person. The City Clerk shall forward the **completed** application to the Police Department for review. If the Police Department approves the application, the City Clerk shall issue the license to the applicant.

**SECTION 2.** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 3.** Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this \_\_\_\_ day of \_\_\_\_\_, 2025.

APPROVED:

\_\_\_\_\_  
Eric Genrich, Mayor

ATTEST:

\_\_\_\_\_  
Celestine Jeffreys, Clerk

law

03/04/2025



Report to the  
**Protection and Policy Committee**  
of the City of Green Bay

**MEETING DATE**

February 24, 2025

**PREPARED BY**

**AGENDA ITEM # F.I**

Green Bay Police Department Violation Report for liquor and massage establishments.

**BACKGROUND**

**RECOMMENDATION**

**FISCAL IMPACT**

**ATTACHMENTS**

None

# 2024-11 Presidential Election Report

This was the first Presidential Election for Clerk Jeffreys and most of her staff.

## By the numbers

78,000 (approx.) voting age residents in Green Bay

55,692 registered voters a/o January 2025 (includes election-day registrations and post-election list maintenance)

6,000 (approx.) initial absentee requests, 20,459 by Election Day

2,500 (approx.) Absentee Ballots deposited in the drop box (received ballots from other munis)

2016 44,673 total ballots absentee ballot number not available

2020 47,282 total ballots 33,000 absentee ballots (approx.)

2024 47,684 total ballots 20,459 absentee ballots

## New for Fall

### In-Person Absentee Voting

For the fall of 2024, the Clerk's office expanded early voting to two additional sites, St. Bernard, on the East side, and Johnsonville Tailgate Village at Lambeau Field, on the West side. To enable alternate locations, the Clerk's office moved early voting from the Clerk's office suite to a space across the hall. The inspection department issued temporary occupancy permits for this room, and the Fire Marshall limited occupancy to 49 people at any given time.

The alternative early voting locations used ExpressVote machines, which are touch-screen voting units accessible to all voters, including those with disabilities. For visually impaired voters, the Express Vote machines will read the voter the voting choices in an automated voice. For low-vision voters, the Express Vote machines offers an option to increase the font size on the screen. Utilizing ExpressVote machines for in-person absentee voting eliminated the need to transport and track pre-printed ballots to and from each site. Early voting site Lead Poll Workers reported positive reviews from voters, most of whom were using the ExpressVote machines for the first time. ExpressVote ballots are initialed just as pre-printed ballots, and then, for early voting, placed in a secure ballot certificate envelope which is then stored at the Clerk's office until ballots are processed and counted on Election Day.

Early voting was a success, offering early voters 140 hours ahead of Election Day, at all three sites. The Clerk's office had a Lead Poll Worker with Data Entry Specialists at City Hall, our busiest site; at each alt-site there was a Lead and four workers. Each alt-site location averaged approximately 300 voters each day; at City Hall the number of voters ranged from 700 to 1400 by day.

Voters participating in the first day of early voting experienced wait times up to an hour and a half. This was due to a WisVote (the state voter database) issue. The Clerk's office regularly communicated with early voters experiencing delays and found an efficient work-around. By the end of the week, the Wisconsin Elections Commission solved the problem and, outside of that first day, wait times were as anticipated (no more than ten to fifteen minutes).

### Expanded pre- and post-election temporary employee help

Thanks to the Green Bay City Council's budget approval, the Clerk's office expanded pre-election and post-election temporary assistance. Ahead of Election Day, the Clerk's office employed current poll workers to: prepare absentee ballots, work all three early voting locations, prepare Election Day polling location supplies, and check absentee ballots ahead of Election Day. After Election Day, these workers helped organize Election documents for the County, put away polling location materials, and reconciled poll books. With this assistance, the Clerk's office was more efficient and prepared for other year-end programs, such as animal license renewal.

## Security meetings

The Green Bay Metro Fire Department is our Emergency Manager and along with Green Bay Police Department they led the City's Election Day security meetings. They interacted with State and Federal entities, particularly CISA (Cybersecurity Infrastructure and Security Agency) and updated our Security Plan for Election Day. In September, the Clerk's office participated in a large table-top exercise, attended by multiple City Departments, some local agencies, and state and federal representatives. The exercise was incredibly instructive and led to important insights and updates for Election operations and security planning.

## Communication

The Clerk's office extended invitations to media on important Election topics, such as online registration, the lifecycle of an absentee ballot, public test for both the DS200 (at-polls) and DS450 (central count) electronic voting machines, Election Security, and Election Day press conferences. The Clerk's office will continue forming positive relationships with local media for subsequent Elections.

The Clerk's office created a social media calendar and posts for elections. With the assistance of the IT department, the Clerk's office was able to consistently post and keep the public updated.

## Drop Boxes

In *Priorities USA v. Wisconsin Elections Commission*, the State Supreme Court determined that Wisconsin law permits clerks to, at their discretion, install and use drop boxes to facilitate voters returning absentee ballots. In Green Bay, the Clerk's office purchased and had installed a sizeable and sturdy box with both drive-up and walk-up chutes. The Clerk's office revised the drop-box chain-of-custody documents and created a comprehensive drop box policy.

## Daily posting of AB numbers

Throughout the Election Season (late September to Election Day) the Clerk's office posted the numbers of "absentee ballot applications," "absentee ballots returned," and "registered voters." On Election Day, the Clerk's office posted absentee ballot numbers, and updated the public on the number of absentee ballots processed at central count.

## Pre-General Election meeting with local parties

For the first time, the Clerk's office conducted a pre-election listening session with the local major parties (Republican and Democratic). It was a productive meeting where the Clerk's office shared information and answered questions ahead of the Election. The Clerk intends to continue holding such meetings ahead of General Elections.

## Election Day

As mentioned before, there was a strong security presence at City Hall. City Hall and Central Count have Green Bay police officers stationed throughout the day alongside Election workers. City Hall is open to voters returning ballots from 7 am to 8 pm; open to observers from 7 am to end of counting; and open for other business from 8 am to 4:30 pm (the 2024 City Hall hours). After 4:30 pm, City Hall is closed to all, except City staff, Election workers, and Election observers.

The Green Bay Police Department has a protocol to be aware of and to protect all polling locations. This has been the practice for Elections since at least 2021. Police officers have quick guides (for law enforcement) on key election laws and information about each polling location, which helps them respond to potential emergencies.

At Central Count, poll workers process each absentee ballot by: reviewing the certificate for sufficiency; reading the name and address aloud; opening the ballot certificate envelope; writing the voter number on the ballot; certificate and “absentee poll book” (Absentee Central Count list). This legally mandated process is time-consuming, charting around 2 minutes per ballot. Most ballots were fed into the tabulator in the evening, after the bulk of absentee ballots had been processed.

Ward 37A ballots weren’t counted at central count, but were hand-counted at the canvass, results included therein, and shared with the County. 50 Ward 19 ballots were double-counted at central count—this is identified in the chief inspector statement and in the election reconciliation. The issue was promptly identified and reported to the County Clerk. The Clerk’s office has tightened the end-of-night processes to guard against similar oversights in the future. At-polls, the ward 47 DS200 machine didn’t print a tape—the following day the tape was reprinted by the County (who shared it with the city) and appropriately noted in at their canvass.

The County changed their results posting; they first published the at-polls results, upon receipt. They later posted the total results once they’d received the central count numbers. The Clerk’s office turned in the at-polls results around 10:30 pm, on November 5<sup>th</sup>, and the Central Count results were delivered around 2:30 am on November 6<sup>th</sup>.

#### After Election Day

Reconciliation was completed by December 18<sup>th</sup>, ahead of the December 20<sup>th</sup> deadline.

On November 18, 2024, the Clerk sent a letter to the District Attorney and the Wisconsin Elections Commission informing them of election day registrants whose follow-up postcard and letter were returned undeliverable. These were postcards from the April and August 2024 Elections.

#### **Looking ahead**

There will be an April general election for Green Bay Area Public Schools, State Superintendent of Schools, State Supreme Court and a referendum amending the Wisconsin Constitution. For both the Spring primary and general elections, the Clerk’s office will offer over 180 hours of early voting, including East and West side alternative locations.

Once the Elections are concluded and reconciled, the Clerk’s office will spend many weeks culling and maintaining voter records.

Renovation of the space across the hall from the Clerk’s office will continue into 2025. This room will become flexible-use space for City Hall.

At the end 2025, the Clerk’s office will begin the busy process of preparing for 2026 local/state elections in the Spring and state/federal elections in the Fall.