



**AGENDA
CITY COUNCIL MEETING
MUNICIPAL BUILDING COUNCIL CHAMBERS
101 N. MAIN STREET, FORT ATKINSON, WISCONSIN
JUNE 4, 2019 ~ 7:00 P.M.**

1. Call meeting to order.
2. Roll call.
3. Approval of minutes of May 21, 2019 regular Council meeting.
4. Public Hearings
None.
5. Public Comment
6. Petitions, Requests and Communications
 - a. Presentation of Certificates of Appreciation.
Action – Present Certificates.
 - b. Request by *Race Day* Lighthouse Events to hold FORT 14 Marathon on August 3, 2019.
Action – Reject – Approve
7. Resolutions and Ordinances
 - a. Ordinance amending definition for “Structures” in the Zoning Code.
Action – Reject—Approve; A—Move to third reading; B—Move through third reading and adopt Ordinance.
 - b. Initial Resolution providing for the sale of approximately \$5,500,000 Note Anticipation Notes.
Action – Reject—Approve and adopt Resolution.

8. Reports of Officers, Boards and Committees

- a. Minutes of Police & Fire Commission meeting held May 20, 2019.

Action – Accept and file.

- b. Minutes of License Committee meeting held May 21, 2019,

Action – Accept and file.

- c. Minutes of Plan Commission meeting held May 28, 2019.

Action – Accept and file.

9. Unfinished Business

- a. Review and approve pedestrian crossing improvements projects.

Action – Reject—Approve.

- b. Recommendation from License Committee to approve Class “B” Fermented Malt Beverage License and “Class C” Wine License for Mr. Brews Taphouse VIII, LLC for use at 201 North Main Street, Suite 220.

Action – Reject—Approve.

- c. Request by Festival Foods, 328 Washington Street, for premise description change for their alcohol beverage license.

Action – Reject—Approve.

- d. Recommendation from License Committee to approve alcohol beverage licenses for period from July 1, 2019 to June 30, 2020.

Action – Reject—Approve.

- e. Recommendation from License Committee to approve cigarette and tobacco product licenses for period from July 1, 2019 to June 30, 2020.

Action – Reject—Approve.

- f. Update on SCADA System project at Water Utility.

Action – Reject—Approve.

10. New Business

Action – Reject – Approve.

11. Miscellaneous

- a. Granting operator licenses.

Action – Reject—Approve.

12. Claims, Appropriations and Contract Payments

- a. Verified claims.

Action – Motion to approve list of verified claims presented by the Director of Finance and to authorize payment.

13. Adjournment

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

CITY OF FORT ATKINSON
City Council Minutes ~ May 21, 2019

CALL MEETING TO ORDER.

Pres. Kotz called the meeting to order at 7:00 pm.

ROLL CALL.

Present: Cm. Becker, Cm. Johnson, Cm. Scherer, Cm. Hartwick and Pres. Kotz. Also present: City Manager, City Attorney, City Clerk/Treasurer, Chief Bump, Chief Rausch, City Engineer, Assistant City Engineer and Public Works Superintendent.

APPROVAL OF MINUTES OF MAY 7, 2019 REGULAR COUNCIL MEETING.

Cm. Becker moved, seconded by Cm. Scherer to approve the minutes of the May 7, 2019 regular council meeting. Motion carried.

PUBLIC HEARINGS

None.

PUBLIC COMMENT

None.

PETITIONS, REQUESTS AND COMMUNICATIONS

a. Presentation from Fort HealthCare and Fort Healthy of signs designating Fort Atkinson as a "Healthy Community".

Jim Nelson, Fort HealthCare presented the signs designating Fort as a 'Healthy Community'. This is a three year designation.

Cm. Hartwick moved, seconded by Cm. Scherer to accept and file the designation of Fort Atkinson as a "Healthy Community" Motion carried.

b. Request by Fat Boyz, 219 South Main Street, to hold annual event behind their property on June 29, 2019 and block part of the parking lot and alley, and for change to their premise description for liquor license.

Manager Trebatoski reviewed the annual request from Fat Boyz. Departments reviewed and provided no concerns or comments. This event has been held successfully in the past.

Cm. Scherer recused himself from this agenda item.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by Fat Boyz, 219 South Main Street, to hold annual event behind their property on June 29, 2019 and block part of the parking lot and alley, and for change to their premise description for liquor license. Motion carried with Cm. Scherer abstaining.

c. Request by Crown of Life Christian Academy to change street name from Lady Gloria Drive to Berea Drive.

Manager Trebatoski presented the request from Crown of Life Christian Academy. The original developer of the area, CBF Investment Company LLC provided a letter confirming their approval of the suggested name change. The only associated cost is a new street sign. No addresses have been assigned to this street as of date.

Cm. Hartwick moved, seconded by Cm. Johnson to approve the request by Crown of Life Christian Academy to change street name from Lady Gloria Drive to Berea Drive. Motion carried.

RESOLUTIONS AND ORDINANCES

a. *Ordinance pertaining to curbside pick-up of alcohol beverages.*

Manager Trebatoski stated this is the third and final reading. No concerns or comments have been submitted.

Cm. Johnson moved, seconded by Cm. Scherer to approve and adopt Ordinance pertaining to curbside pick-up of alcohol beverages. Motion carried on a roll call vote.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES

a. *Minutes of Plan Commission meeting held May 14, 2019.*

b. *Minutes of Tourism Commission meeting held February 14, 2019.*

c. *Minutes of Historic Preservation Commission meetings held March 11, 2019 and April 8, 2019.*

d. *Minutes of License Committee meeting held May 15, 2019.*

e. *Minutes of Historical Society Board meeting held April 13, 2019.*

Cm. Becker moved, seconded by Cm. Hartwick to accept and file the Reports of Officers, Boards and Committees. Motion carried.

UNFINISHED BUSINESS

a. *Recommendation from Plan Commission to approve Preliminary Certified Survey Map creating one new parcel in the 1300 block of Greene Street.*

Engineer Selle shared the recommendation to break off a lot from an existing double lot. Sanitary sewer and water are already stubbed to this lot. No concerns were provided by Departments or Plan Commission.

Cm. Johnson recused himself from this agenda item.

Cm. Becker moved, seconded by Cm. Scherer to approve the recommendation from Plan Commission to approve Preliminary Certified Survey Map creating one new parcel in the 1300 block of Greene Street. Motion carried with Cm. Johnson abstaining.

b. *Recommendation from Plan Commission to approve Ordinance amending definition for "Structures" in the Zoning Code.*

Engineer Selle reviewed the definition suggestion. The revised definition will align with the zoning code that is being revised.

Cm. Hartwick moved, seconded by Cm. Becker to send the ordinance to its second reading. Motion carried.

c. *Review and approve Service Agreement with University of Wisconsin Whitewater to perform owner-occupied housing study project.*

Manager Trebatoski presented the agreement for the study with UWW. The potential demand for owner-occupied housing would be assessed and based on the format provided in the recent Baker Tilly report for multi-family housing. The Chamber raised \$5,000 and received a grant up to \$7,000 from the Community Foundation; the City pledged to contribute \$2,000 toward the study.

Cm. Becker discussed the current real estate market and lack of inventory however there is an allotment of vacant lots in the city.

Cm. Hartwick moved, seconded by Cm. Scherer to approve Service Agreement with University of Wisconsin Whitewater to perform owner-occupied housing study project in an amount not to exceed \$4,200. Motion carried on a roll call vote.

NEW BUSINESS

a. *Review and approve quote for purchase of aerial lift truck for Department of Public Works as budgeted.*

Public Works Superintendent Kent Smith provided the quotes for the CIP purchase. \$200,000 was budgeted and will be borrowed for a nine month short term loan. It is anticipated to make \$20,000 from the sale of the current aerial lift truck through Wisconsin Surplus On-Line Auction. Two quotes received, Utility Sales and Service \$219,158 and Altec Inc \$219,681.

Cm. Scherer moved, seconded by Cm. Johnson to approve the quote for purchase of aerial lift truck for Department of Public Works from Utility Sales and Service for \$219,158 and authorize solicitation of interest rate quotations on a short-term loan from local banks. Motion carried on a roll call vote.

b. *Request to appropriate funds from Police Department Outlay Account to Fire Department Outlay Account for vehicle transfers.*

Chief Bump and Chief Rausch provided the following plan: reduce the squad car outlay for the Police Department by \$10,000; supplement the Police Department squad purchase with \$10,000 of K9 donation funds specifically raised for a new squad car; keep the squad originally identified for transfer to the Fire Department within the police fleet; transfer the reduced \$10,000 to the Fire Department outlay account for purchase of a Fire Department SUV and assign the K9 unit our newest squad, 2018 Ford Interceptor SUV.

Cm. Hartwick asked how much it would cost to convert the SUV to the K9 vehicle. Bump stated no additional funds are needed for this conversion. Chief Rausch confirmed he has adequate funding to purchase a used SUV at an estimated amount of \$16,000.

Cm. Becker moved, seconded by Cm. Hartwick to approve the request to appropriate funds from Police Department Outlay Account 01-60-0062-1100 to Fire Department Outlay Account 01-60-0062-3100 for vehicle transfers in the amount of \$10,000. Motion carried on a roll call vote.

c. Review and approve bid for 2019 street maintenance program.

Engineer Selle reviewed the water main and street reconstruction work bids. Maintenance work will be performed by the Public Works Department.

*E. Milwaukee Avenue/Elsie Street/Commonwealth Drive bids from Payne and Dolan \$399,705.20 and Rock Road \$435,918.20.

2019 Street Program Account Revenue with estimate \$735,852.00

2019 Street Program Account Expenses with miscellaneous expenses estimate \$730,905.03

Potential remaining revenue \$4,946.97

Cm. Hartwick moved, seconded by Cm. Becker to award the 2019 Street Rehabilitation contract to Payne and Dolan in the amount of \$399,705.20 and to allow the contract to exceed their totals by 10% with the approval of the City Manager and Engineer. Motion carried on a roll call vote.

d. Review and approve bid for 2019 water main and street reconstruction project.

Selle reviewed the reconstruction project that included:

*Roosevelt Street/Messmer Street/Zaffke Street bids from Maddrell \$851,051.10 and E&N Hughes Co \$990,402.00

Cm. Becker moved, seconded by Cm. Hartwick to award the 2019 Water Main and Street Reconstruction Contract to Maddrell Excavating LLC in the amount of \$790,727.65 and to allow the contract to exceed their totals by 10% with the approval of the City Manager and Engineer. Motion carried on a roll call vote.

e. Review and approve Petition and Resolution for County Highway Aid.

Engineer Selle provided the County Road Aid Fund match program which allows municipalities to contribute cash to an account based upon the total length of streets in their jurisdiction; the county will in turn match that amount. The work is then performed by the County crews. The requested amount is \$6,182 and will be pulled from the Street Program budget.

Cm. Hartwick moved, seconded by Cm. Scherer to approve taking \$6,182 from the 2019 Street Program budget to fund the 2019 County Road Aid Fund and authorize Manager Trebatoski to complete the attached petition confirming this commitment, and to adopt the Resolution. Motion carried on a roll call vote.

MISCELLANEOUS

a. Granting operator licenses.

Cm. Scherer moved, seconded by Cm. Johnson to approve the granting of operator licenses. Motion carried.

b. City, Sewer, Water and Stormwater Utility Financial Statements as of April 30, 2019.

Cm Hartwick moved, seconded by Cm. Scherer to approve, accept and file the City, Sewer, Water and Stormwater Utility Financial Statements as of April 30, 2019. Motion carried.

CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS

a. Verified claims.

Cm. Becker moved, seconded by Cm. Hartwick to approve the list of verified claims submitted by the Director of Finance and authorize payment. Motion carried on a roll call vote.

ADJOURNMENT

Cm. Scherer moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 8:00 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer



6-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 31, 2019

TO: City Council
FROM: Matt Trebatoski, City Manager
SUBJECT: Certificates of Appreciation

The following will be presented with Certificates of Appreciation at the Council meeting of June 4, 2019. The Board/ Committee and years of service are as follows:

<u>NAME</u>	<u>BOARD/COMMITTEE</u>	<u>YEARS SERVED</u>
Tom Kohls	Cable Television Committee	2009-2019
Pat Belt	Library Board	2010-2019
Kathy Topel	Library Board	2013-2019
Julie Ankomeus	Parks & Recreation Advisory Board	2013-2019
Larry Granec	Parks & Recreation Advisory Board	2011-2019
Chris Scherer	Plan Commission	2016-2019
John Kutz	Plan Commission	2018-2019
Dwayne Johnson	Police & Fire Commission	2014-2019
Cynthia Holt	Sex Offender Residence Board	2017-2019

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6-b

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 30, 2019

TO: City Council
FROM: Michelle Ebbert, City Clerk/Treasurer
SUBJECT: Special Event – Fort 14

Background:

This spring, a Special Event Guide and Application was assembled to assist with planning events in the City of Fort Atkinson. The application was created to allow appropriate contact information be obtained and forwarded to Departments. This is the first use of this application. Over the next few months we will begin implementing this application and routing via email for comments, concerns and questions.

The planning guide is designed to assist members of the community in the planning, preparation and running of events and programs in Fort Atkinson.

Discussion:

Event: Fort 14 (and 5K)
Date: Saturday, August 3, 2019
Location: Griffin Ford, 1642 Janesville Avenue
*routes of the run are attached.
Contact Person: Lucas Molloy
Hours of Event: 7:30 am to 12:00 pm

No streets are being requested to be closed.

Information of the event was routed to Departments on May 20th and a follow up a May 28th.

Police Department: Captain Lange reviewed the running routes and worked with Mr. Molloy on minor adjustments for safety and visibility. They suggested the use of County volunteers.

Parks Department: The bike trail will be swept the day before the event. Mr. Molloy was requested to NOT use spray paint on the bike trail to designate the route. Refuse and recycling receptacles were offered however Mr. Molloy confirmed they have their own containers to provide.

Clerk/Treasurer: The application was not marked as selling beer and wine, however the advertising for the event lists a sample will be provided to participants. Participants have to pay to run in the event, therefore State Statues consider this an

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indirect sale. Mr. Molloy confirmed he is working on obtaining a partner to apply for a Temporary License to sell beer/wine even though direct sales may not occur.

Financial Analysis:

Mr. Molloy has confirmed their own barricades, refuse containers and various volunteers.

Staff Recommendation:

The event is being held on private property, however there may be a large amount of attendees along the bike trail, city and town streets.

Council is requested to approve the Fort 14 to be held on Saturday August 3rd at Griffin Ford.



CITY OF FORT ATKINSON
Special Event

Name of Business/Group Organizing Event: <u>Race Day Events</u>	
Contact Person for Event: <u>Lucas Maloy</u>	
Phone Number: <u>608-316-5755</u>	Email: <u>lucas@racedayeventsllc.com</u>
Is the Business/Group Organizing Event: <input checked="" type="checkbox"/> For profit or <input type="checkbox"/> Non-Profit	
Special Event Details	
Event Name: <u>FORT 14</u>	
Event Date: <u>August 3, 2019</u>	
Event Location: <u>Griffin Ford 1642 Jansville Ave, Fort Atkinson, WI 53538</u>	
Estimated Number of Attendees: <u>500</u>	Hours of Event: <u>7:30 - 12pm</u>
Check all applicable boxes: <input type="checkbox"/> I am renting a City Park Attach copy of paid park rental from Parks & Recreation (920) 563-7781. <input checked="" type="checkbox"/> I will be having Amplified Music Attach copy of Amplified Music Permit. <input type="checkbox"/> I will be closing a street(s) Attach site diagram with details. Barricades can be provided by Public Works upon request (920) 563-7771. <input type="checkbox"/> I will be selling beer and/or wine* Attach Temporary License and Bartender/Operator Applications. Contact City Clerk (920) 563-7760 *Restroom Plan also required with sales of beer and/or wine. Refer to the Special Event Guide. <input type="checkbox"/> I will be erecting a tent, canopy or other temporary structure.	
By signing, I agree to the following statements: I understand I am responsible for a fire safety and medical plan. I understand it is my responsibility to read the Special Events Guide. I understand I may be required to provide Proof of Insurance. I am responsible to contact each Department to arrange for assistance. I understand I am responsible for timely clean up after the event. Responsible Party Signature: <u>[Signature]</u>	

Office Use Only

Date Submitted to Clerk: 5-9-19 Date Emailed to Departments: 5-20-19, follow up on 5-28-19

Department

Comments, Concerns, Action(s) to be taken

- | | |
|--|--|
| <input checked="" type="checkbox"/> Clerk/Treasurer | <u>apply for temp beer license timely, bartenders</u> |
| <input checked="" type="checkbox"/> EMS - Ryan Brothers Ambulance | <u>Contact made, requested details provided.</u> |
| <input checked="" type="checkbox"/> Engineer and Building Inspection | <u>no concerns provided.</u> |
| <input checked="" type="checkbox"/> Electrician | <u>no concerns provided.</u> |
| <input checked="" type="checkbox"/> Fire and Rescue Department | <u>no concerns provided.</u> |
| <input checked="" type="checkbox"/> Library and Museum | <u>no concerns provided.</u> |
| <input checked="" type="checkbox"/> Parks & Recreation | <u>will sweep trail, can provide, refuse containers, don't spray paint route</u> |
| <input checked="" type="checkbox"/> Police Department | <u>Routes reviewed.</u> |
| <input checked="" type="checkbox"/> Public Works Department | <u>no concerns provided.</u> |
| <input checked="" type="checkbox"/> Wastewater and Water Utility | <u>no concerns provided.</u> |

Date Reported to City Council (if necessary): 6/4/19

Comments, Contingencies, Findings:

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1642 Janesville Ave. • Fort Atkinson, WI 53538
920-568-4444


May 9, 2019

To Whom It May Concern:

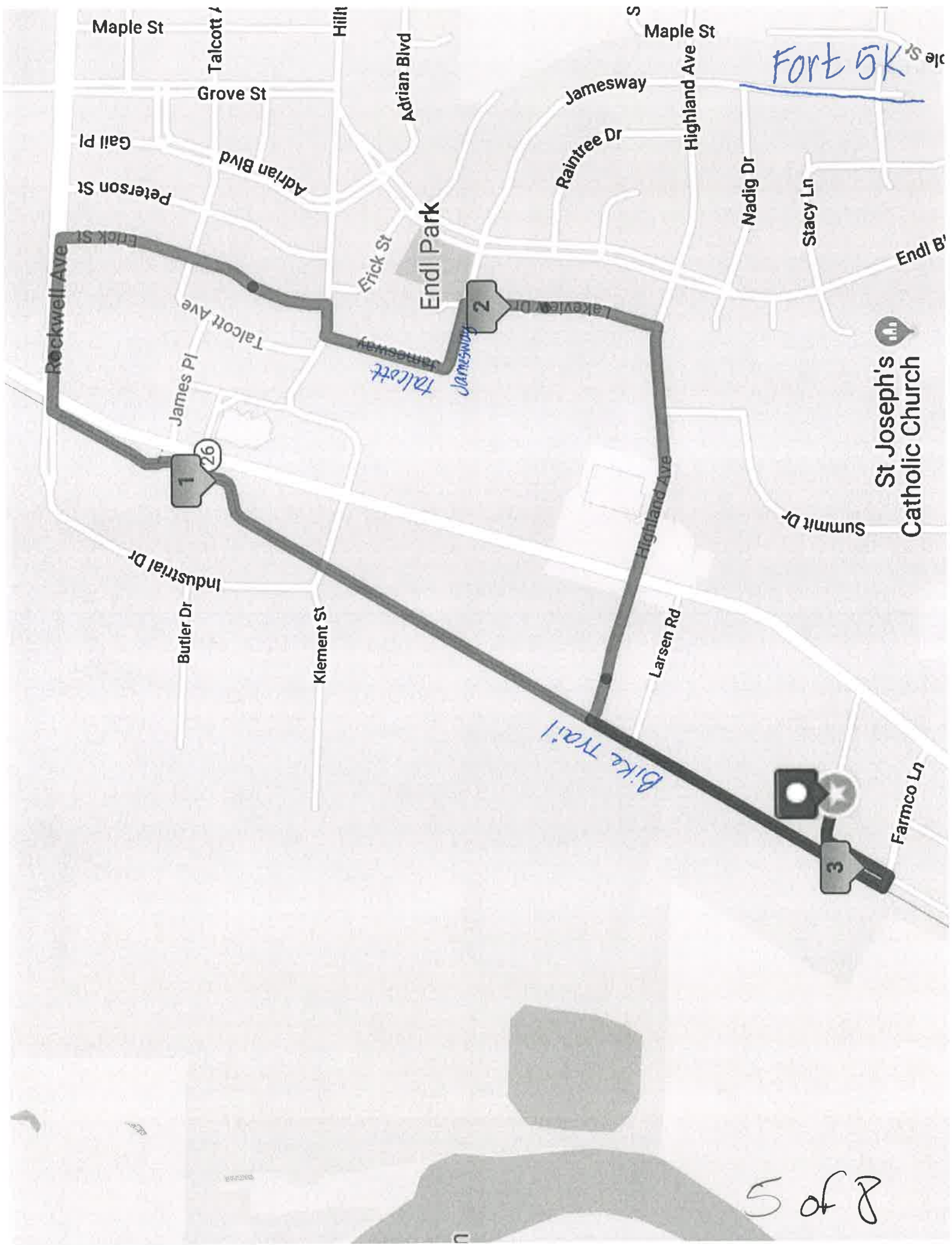
I, Freddy Betances, would like to authorize Race Day Events to be hold at the Griffin Fort 14 event, start and finish line at my facility on August 3, 2019.

Please feel free to contact me with any further questions.

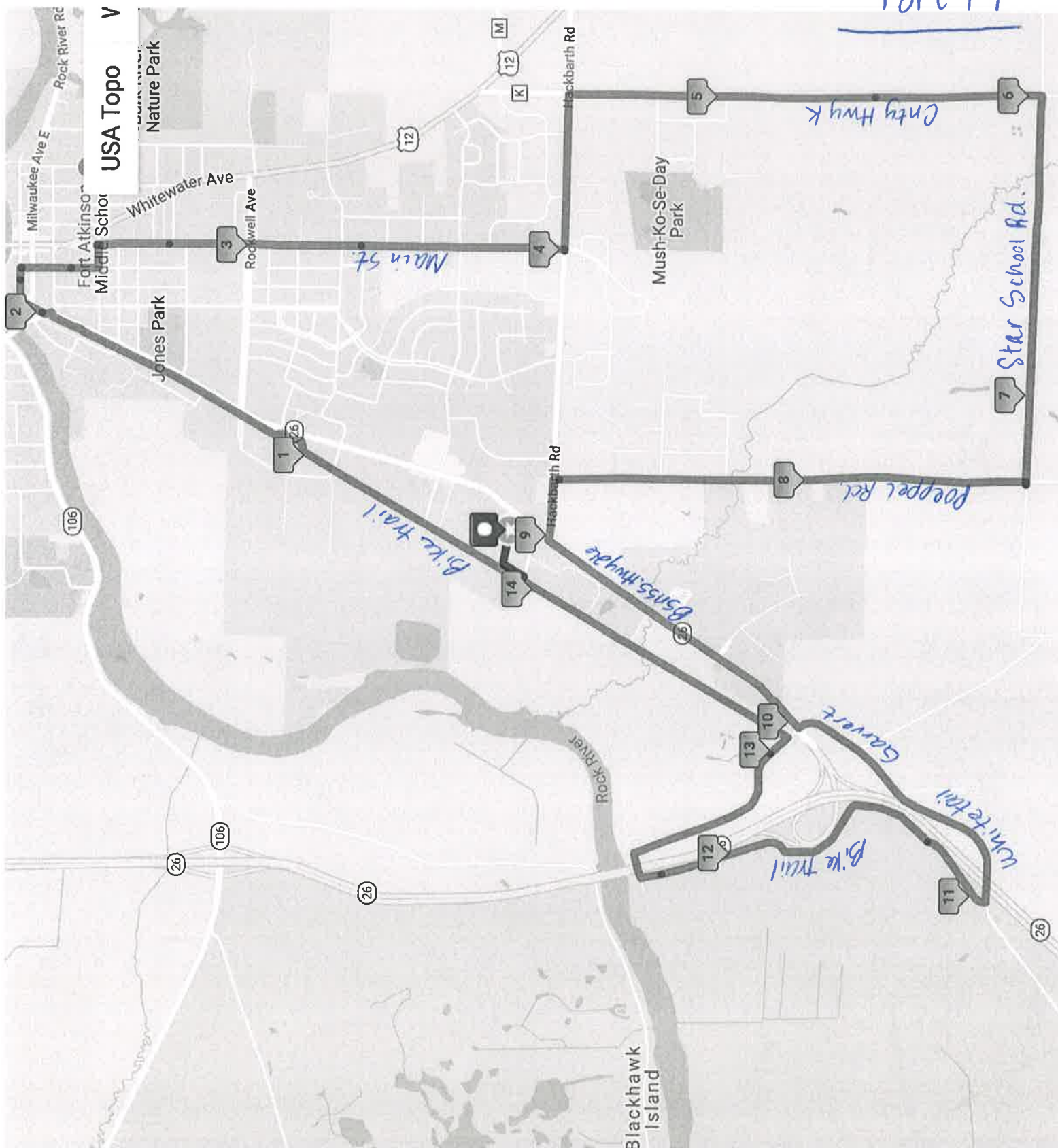
Thanks in advance,



Freddy Betances
Dealer Principal
Griffin Ford Lincoln Fort Atkinson, Inc.



Fort 14





RACEDAY-01

SWILLMERING

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)


4/17/2019

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

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

PRODUCER Robertson Ryan - Madison Two Plaza East, Suite 650 330 East Kilbourn Avenue Milwaukee, WI 53202		CONTACT NAME: PHONE (A/C, No, Ext): (608) 516-3919 FAX (A/C, No): (608) 237-2493 E-MAIL ADDRESS:		
INSURED Race Day Events LLC 6976B Executive Drive Fitchburg, WI 53719		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: WEST BEND MUTUAL INSURANCE COMPANY		15350
		INSURER B: STATE FUND MUTUAL		
		INSURER C:		
		INSURER D:		
		INSURER E:		
INSURER F:				

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		1497361	1/2/2019	1/2/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		1497361	1/2/2019	1/2/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in WI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	72579.104	2/15/2019	2/15/2020	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability		2102252	1/2/2019	1/2/2020	1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) City of Fort Atkinson is an additional insured in regards to the contract with the above named insured.						

CERTIFICATE HOLDER City of Fort Atkinson 101 North Main Street Fort Atkinson, WI 53538	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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DESCRIPTION

Griffin Ford Lincoln FORT14 takes place in beautiful Fort Atkinson, WI. This 14 mile road race is (as far as we have seen) the only organized 14 mile road race in the country. NEW this year, we are also offering a 5K! Participants enjoy free race photos, post race food, beer and entertainment, gender specific race shirts, finish medals, and more.

WHAT TO EXPECT: RUNNER PERKS

RUNNER PERKS

- Free race photos courtesy of Griffin Ford Auto
 - Short Sleeve style T-shirt (gender specific)
 - Commemorative 2019 FINISHER MEDAL
 - One Free locally sourced Hubbleton Craft Beer for all participants 21+
 - Finisher Food
 - + music & awards ceremony
-



7-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 2, 2019

TO: Matt Trebatoski, City Manager
FROM: Brian Juarez, Building Inspector
SUBJECT: Definition Change

Background:

The “Definitions” section of our Zoning Code was written in 2001 and was intended to make clear the meanings behind various zoning and construction terms. The current definition of “Structure” has changed significantly over the years and has become outmoded.

Discussion:

In order to avoid confusion and/or mistakes due to the changed terms, we would like to make the definition for the term “Structure” match the intended purpose and to be consistent with current Code definitions. This change will allow developers and/or builders to have a clear understanding of the term when proposing new development to the City.

Financial Analysis:

Zero (\$0) cost for the City.

Staff Recommendation:

Adopt definition change.

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ORDINANCE NO. _____

The City Council of the City of Fort Atkinson does hereby ordain as follows:

That Chapter 15, Zoning Ordinance, Article 15-14, Definitions, be amended as follows:

Remove the section entitled "**Structure**" in its entirety and replace it with the following:

CURRENT LANGUAGE:

Structure

Anything constructed or erected, the use of which requires location on the ground or that is attached to something having a location on the ground.

PROPOSED LANGUAGE:

Structure

Anything constructed or erected, the use of which requires location on the ground or that is attached to something having a location on the ground. Structure is not intended to include parking lots, driveways, sidewalks or landscaping.

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

This ordinance shall take effect and be in force from and after the date of its passage and publication.

Adopted: _____, 2019.

Pres. of the City Council

ATTEST:

Michelle Ebbert, City Clerk

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7-b

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 30, 2019

TO: City Council

FROM: Matt Trebatoski, City Manager

SUBJECT: Initial Borrowing Resolution for Fire Station Renovation and Expansion Project

Background:

As you may recall at the January 15, 2019 regular City Council meeting, a resolution was approved declaring official intent to reimburse expenditures on the Fire Station Renovation and Expansion Project from proceeds of a borrowing.

Discussion and Financial Analysis:

Design of the fire station is currently underway and we will start paying invoices for the work in the near future. To begin funding the project and to ultimately proceed with a negotiated sale of General Obligation (G.O.) Bonds for the project, a Note Anticipation Note (NAN) is needed. The amount of the notes will be \$5,500,000 with local banks will be given the opportunity to bid.

Justin Fischer with Baird will be on hand at the Council meeting to present an overview and timeline for the borrowing and to answer any questions. He will also explain the reasons for the NAN and the advantages of a negotiated sale versus a competitive sale. Both are acceptable and we have used both methods in the past.

Justin will also address the \$1,750,000 in Build America Bonds remaining that we would like to refund in November 2019 to realize debt service savings. These bonds were issued in 2010 for the Library renovation and expansion project and due to federal budget sequestrations, we have not seen the full amount of the annual federal interest rate subsidy payments that were promised to us since 2012.

Recommendation:

Attached, please find the presentation from Baird as well as the resolution to be acted on. City staff recommends approval of the resolution providing for the sale of approximately \$5,500,000 of note anticipation notes.

Please contact me if you have any questions.

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BAIRD

City of Fort Atkinson
City Council Meeting

June 4, 2019

Justin A. Fischer, Senior Vice President

jfischer@nwbaird.com

777 East Wisconsin Avenue

Milwaukee, WI 53202

Phone 414.765.3827

Fax 414.298.7354

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City of Fort Atkinson

City Council Meeting

June 4, 2019

BAIRD

Summary of Financing

Issue:	Note Anticipation Note
Estimated Size:	\$5,500,000
Purpose:	Fire Station Renovation and Expansion
Structure:	February 6, 2020
Callable:	November 6, 2019
Estimated Interest Rate:	2.85%

Timeline

- City Council considers Initial Borrowing Resolution..... June 4, 2019
 - Preparations are made for issuance
 - ✓ Offering Document
 - ✓ Due Diligence call
 - ✓ Marketing/Send out for Bids
- City Council considers Award Resolution (finalizes term and interest rate)..... July 2, 2019
- Closing (funds available)..... August 6, 2019

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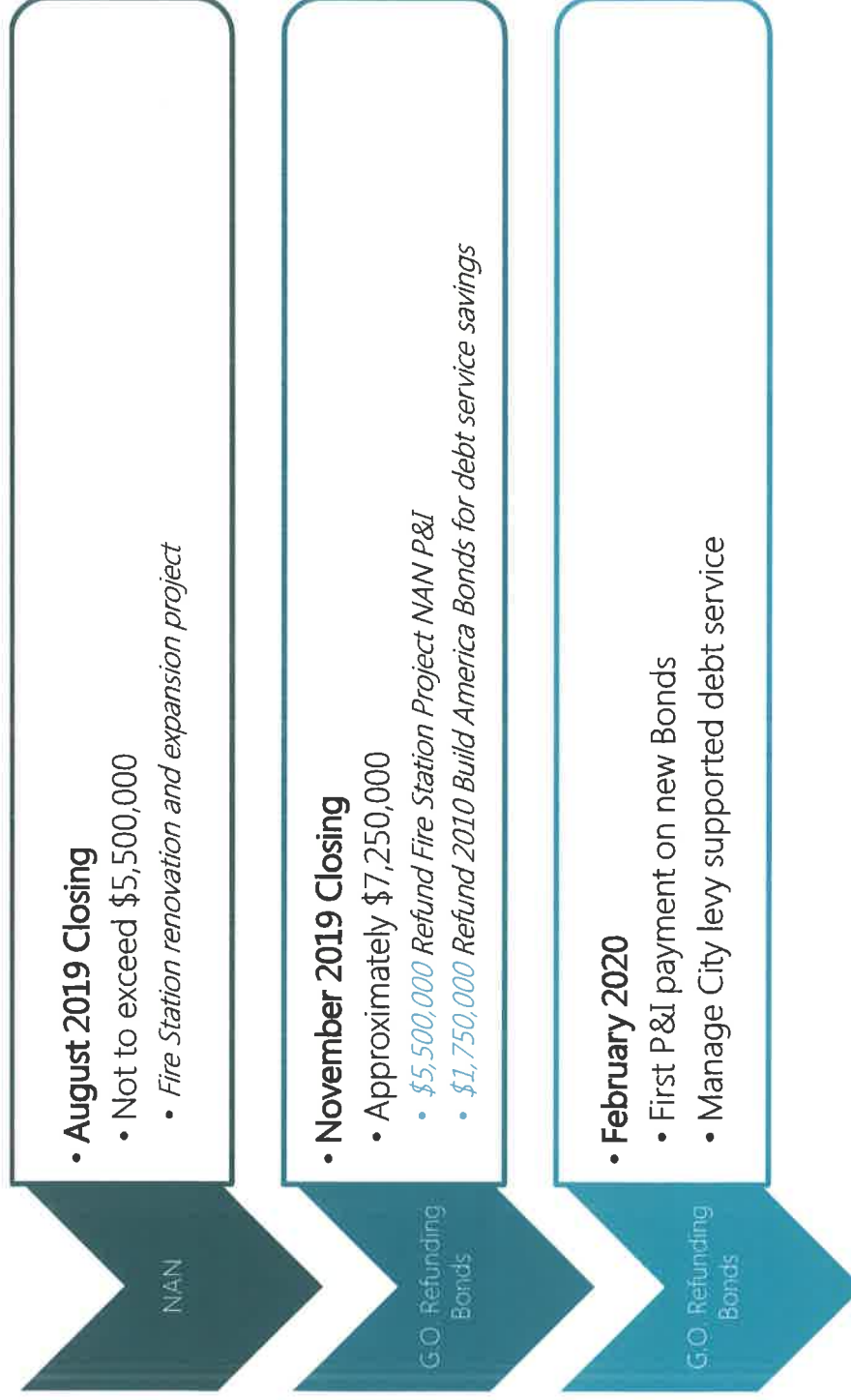
City of Fort Atkinson

City Council Meeting

June 4, 2019

BAIRD

2019-20 Plan of Finance



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Resolution No. _____

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY
\$5,500,000 NOTE ANTICIPATION NOTES

WHEREAS the City of Fort Atkinson, Jefferson County, Wisconsin (the "City") is in need of approximately \$5,500,000 for public purposes, including paying the cost of fire station renovation and expansion;

WHEREAS the City intends to issue general obligation promissory notes for such purpose pursuant to Section 67.12(12) of the Wisconsin Statutes; and

WHEREAS it is desirable to provide interim financing for such project costs through the issuance of note anticipation notes pursuant to Section 67.12(1)(b), Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Issuance of Notes. The City shall issue its note anticipation notes (the "Notes") in the amount of approximately \$5,500,000 for the public purposes set forth above, pursuant to Section 67.12(1)(b) of the Wisconsin Statutes.

Section 2. Sale of Notes. The City Council hereby authorizes and directs the officers of the City to take all actions necessary to provide for the sale of the Notes. At a subsequent meeting, the City Council shall take further action to approve the details of the Notes and authorize the sale of the Notes.

Section 3. Offering Document. The City Clerk shall cause a private placement memorandum or other offering document concerning this issue to be prepared by the City's financial advisor, Robert W. Baird & Co. Incorporated. The appropriate City officials shall determine when the offering document is final for purposes of Securities and Exchange Commission Rule 15c2-12 (if and to the extent the Notes are subject to that Rule) and shall certify said document, such certification to constitute full authorization of such document under this resolution.

Adopted, approved and recorded June 4, 2019.

Matt Trebatoski
City Manager

Attest:

Michelle Ebbert
City Clerk

5 of 5
QB\57634997.1

8-a

**POLICE & FIRE COMMISSION MINUTES
CITY OF FORT ATKINSON
Monday, May 20, 2019 at 4:00 p.m.
Conference Room, Municipal Building**

The meeting was called to order at 4:00 p.m.

Members present: Frame, Schultz and Turk

Members absent: Hartwick and Jones

Others present: City Manager Trebatoski

1. *Introduction of new Commission member:* Newly appointed Commission member, Russell Turk was introduced to the Commission.

2. *Approval of Minutes:* On a Schultz/Frame motion, the Minutes of the January 24, 2019 meeting were unanimously approved by a voice vote.

3. *Election of Officers:*

On a Schultz/Turk motion, Frame was nominated Commission Chairman. The motion passed unanimously on a voice vote.

On a Frame/Schultz motion, Jones was nominated Vice-Chairman of the Commission. The motion passed unanimously on a voice vote.

On a Frame/Turk motion, Schultz was nominated Secretary of the Commission. The motion passed unanimously on a voice vote.

4. *Adjournment:*

On a Schultz/Turk motion, the Commission adjourned at 4:06 p.m. The motion passed unanimously on a voice vote.

Respectfully submitted,

Richard Schultz, Secretary

1 of 1

8-6

CITY OF FORT ATKINSON
Licensing Committee ~ May 21, 2019

CALL MEETING TO ORDER.

Pres. Kotz called the meeting to order at 6:30 pm.

ROLL CALL.

Present: Cm. Becker, Cm. Scherer and Pres. Kotz. Also present: City Manager and City Clerk/Treasurer. Excused Absence: Cm. Hartwick.

REVIEW APPLICATIONS AND MAKE RECOMMENDATION FOR CLASS "B" FERMENTED MALT BEVERAGE AND "CLASS C" WINE LICENSE FOR MR. BREWS TAPHOUSE VIII FOR USE AT 201 N. MAIN STREET STE. 220

Clerk Ebbert provided the information regarding the sale transaction contingent upon approval of the license application. A letter was submitted from license holder Cynthia Milanovich stating she will surrender to her license to Mr Brews Taphouse VIII contingent upon their approval for the license. The sale of the property is scheduled for May 31st, 2019. Should the sale not occur, Mrs. Milanovich will retain her license and continue pursuing the renewal of said license for the next licensing period.

Following review and recommendation to Council, a Provisional Retail License can be issued for the interim period between the sale of the property and the Council approval for the new license issuance. The new license would expire June 30, 2019. Mr. Brews Taphouse VIII also submitted a renewal application for the next licensing period of July 1, 2019-June 30, 2020 and with Committee recommendation, will be reviewed at the June 4th Council meeting.

Cm. Becker moved, seconded by Cm. Scherer to approve and recommend to the Council to approve the license application for Mr Brews Taphouse VIII for June 1-30, 2019 and the renewal license application for July 1, 2019-June 30, 2020 contingent upon the sale of the property from C-Mr Brews Taphouse to Mr Brews Taphouse VIII. Motion carried.

ADJOURNMENT.

Cm. Scherer moved, seconded by Cm. Becker to adjourn the meeting. Meeting adjourned at 6:35 pm.

Respectfully submitted

Michelle Ebbert
City Clerk/Treasurer

1 of 1

8-C

CITY OF FORT ATKINSON
Plan Commission ~ May 28, 2019
1,009th Meeting

CALL TO ORDER.

The meeting was called to order by Manager Trebatoski in the Council Chambers of the Municipal Building at 4:00 pm.

ROLL CALL.

Present: Commissioners Frame, Johnson, Greenhalgh, Highfield, Lescohier, Manager Trebatoski and Engineer Selle. Also present: City Attorney and City Clerk/Treasurer.

APPROVAL OF MINUTES OF MAY 14, 2019 PLAN COMMISSION MEETING.

Cm. Frame motioned, seconded by Cm. Greenhalgh to approve the minutes of the May 14, 2019 Plan Commission meeting. Motion carried.

REVIEW AND APPROVE MOBILE MERCHANT LICENSE FOR OAKDALE FARMS TO USE IN THE PARKING LOT AT GOYER ACE HARDWARE, 10 MADISON AVENUE

Clerk Ebbert reviewed the submission including the complete application, copy of driver's license, letter from Goyer Ace and proof of insurance. A background was completed without concern. Departments were contacted without comments or concerns.

Cm. Highfield moved, seconded by Cm. Johnson to approve Mobile Merchant License for Harry Schroeder of Oakdale Farms to use in the parking lot at Goyer Ace Hardware, 10 Madison Avenue. Motion carried.

REVIEW AND APPROVE MOBILE MERCHANT LICENSE FOR TNT FIREWORKS TO USE IN THE PARKING LOT AT PICK N' SAVE, 1505 MADISON AVENUE

Clerk Ebbert reviewed the submission including the complete application, copy of driver's license, letter from Pick N' Save and proof of insurance. A background was completed without concern. Departments were contacted and shared similar concerns from prior years. Police and Fire Departments have conducted inspections during sales in prior years and had no concerns.

Cm. Greenhalgh moved, seconded by Cm. Frame to approve the Mobile Merchant License for Mathew Sokol of TNT Fireworks to use in the parking lot at Pick N' Save, 1505 Madison Avenue for the sale of firework products allowed by State Statute 167.10 and the sale of products not listed as allowable would cause immediate license revocation and business closure. Motion carried.

REVIEW AND APPROVE MOBILE MERCHANT LICENSE FOR TREE RIPE CITRUS TO USE IN THE PARKING LOT AT BLACKHAWK FITNESS, 1111 MADISON AVENUE ON JUNE 24, 2019

Clerk Ebbert presented the two applications provided by Tree Ripe Citrus. They have scheduled two dates to sell product in the Blackhawk Fitness parking lot at 1111 Madison Avenue. The first date is June 24, 2019 and the second July 15, 2019. The completed documentation was provided with both applications. Departments were contacted for questions or concerns, none were provided. Background checks are currently being performed on both applicants and are expected to be completed by the end of the week.

Cm. Frame moved, seconded by Cm. Highfield to approve the Mobile Merchant License for

Conrad Ingbreton of Tree Ripe Citrus to use in the parking lot at Blackhawk Fitness, 1111 Madison Avenue on June 24, 2019 contingent upon a successful background check.

REVIEW AND APPROVE MOBILE MERCHANT LICENSE FOR TREE RIPE CITRUS TO USE IN THE PARKING LOT AT BLACKHAWK FITNESS, 1111 MADISON AVENUE ON JULY 15, 2019

Cm. Greenhalgh moved, seconded by Cm. Johnson to approve the Mobile Merchant License for Terry Kostroski of Tree Ripe Citrus to use in the parking lot at Blackhawk Fitness, 1111 Madison Avenue on July 15, 2019 contingent upon a successful background check.

ADJOURNMENT

Cm. Frame moved, seconded by Cm. Greenhalgh to adjourn. Meeting adjourned at 4:08 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer



9-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 30, 2019

TO: City Council

FROM: Andy Selle, P.E.

SUBJECT: Pedestrian Crossing Improvements

Background: A number of pedestrian crossing improvements were noted in the Safe Routes to School Study, completed in 2018. A few funding opportunities have come up that will allow the City to make progress on these areas in 2019.

Discussion: Six locations have been identified for various levels of improvement, each is summarized below.

Whitewater @ 4th St: This intersection has existing lights in place and functions well. These lights are custom built and do not represent the MUTCD standard. We have budgeted to replace these with standard lights. The paint scheme for the crosswalk will be changed to either a solid red or green to improve visibility of the crossing. Estimated Cost: \$8,800

Whitewater @ McComb St: This intersection has a crossing guard currently. Planned improvements include cross walk paint, curb bump outs, sidewalk improvements, and a pair of pedestrian activated lights. DOT has been contacted for approval of the bump outs to ensure minimum lane widths are maintained to their satisfaction. Estimated cost: \$22,800

Whitewater @ Rockwell Ave: This intersection will include an extension of the bike path across Whitewater and down Bark River Drive. Pedestrian activated lights, solid cross walk paint, and improvements to the ramps across both Whitewater and Bark Rive Dr will be made. This budget for this location has the highest potential to increase as negotiations with the Army National Guard continue regarding the placement of the bike path near their facility. Estimated Cost: \$37,000

Janesville Ave @ Jones Park: This intersection is challenging because four lanes of traffic must stop for pedestrians. A traditional flashing beacon will not suffice, instead a pedestrian activated stop light will be mounted on trombone arms over the travel lanes to stop all four lanes. Concrete ramps and additional asphalt will connect the bike path and existing sidewalk and the crosswalk will be painted a solid red or green. Estimated Cost: \$31,200

1 of 9

Madison Ave @ Roosevelt: This intersection will create a controlled crossing between what is currently a 1.25 mile stretch of Madison Avenue without pedestrian facilities. The intersection will receive crosswalk paint, pedestrian activated flashers, and improvements to the concrete ramp. Estimated Cost: \$ 10,800

Robert St @ Sherman Ave – This intersection is used by a number of pedestrians and the additional concerts in the park have created more walking and biking in the area. The improvements will feature solid crosswalk paint, pedestrian activated flashers, curb bump outs to slow traffic, and improved concrete ramps and sidewalk connections. Estimated Cost: \$29,200

Layouts of the various intersections are attached. Of note, the Janesville Ave intersection includes a pedestrian island which was found to be challenging to install and maintain two full lanes at eleven feet each and will be removed. The location of the crossing will be maintained, however.

Financial Analysis:

Financing for the project has come from three sources; the Fort Atkinson Community Foundation has pledged \$50,000, the Easter Seals Transit Grant has pledged \$27,000, and the City of Fort Atkinson is committing \$65,000. Fort Atkinson's funding is provided by funds already borrowed for the Rockwell Project which is expected to come in under budget. Revenue and Expenses projected for the project are noted in the table below.

REVENUE		
EASTER SEALS	\$	27,000.00
CITY	\$	65,000.00
FORT COMM. FOUNDATION	\$	50,000.00
TOTAL		\$ 142,000.00
EXPENSE		
JANESVILLE @ JONES PARK	\$	31,240.00
WHITEWATER @ MCCOMB	\$	22,778.80
WHITEWATER @ ROCKWELL	\$	37,045.80
MADISON AVE @ ROOSEVELT	\$	10,832.80
ROBERT ST @ SHERMAN Ave	\$	29,147.80
WHITEWATER @ S 4TH ST	\$	8,742.80
TOTAL		\$ 139,788.00

The project estimate assumes private contractors performing most of the work on each project individually. I would like to accomplish all projects in 2019, however

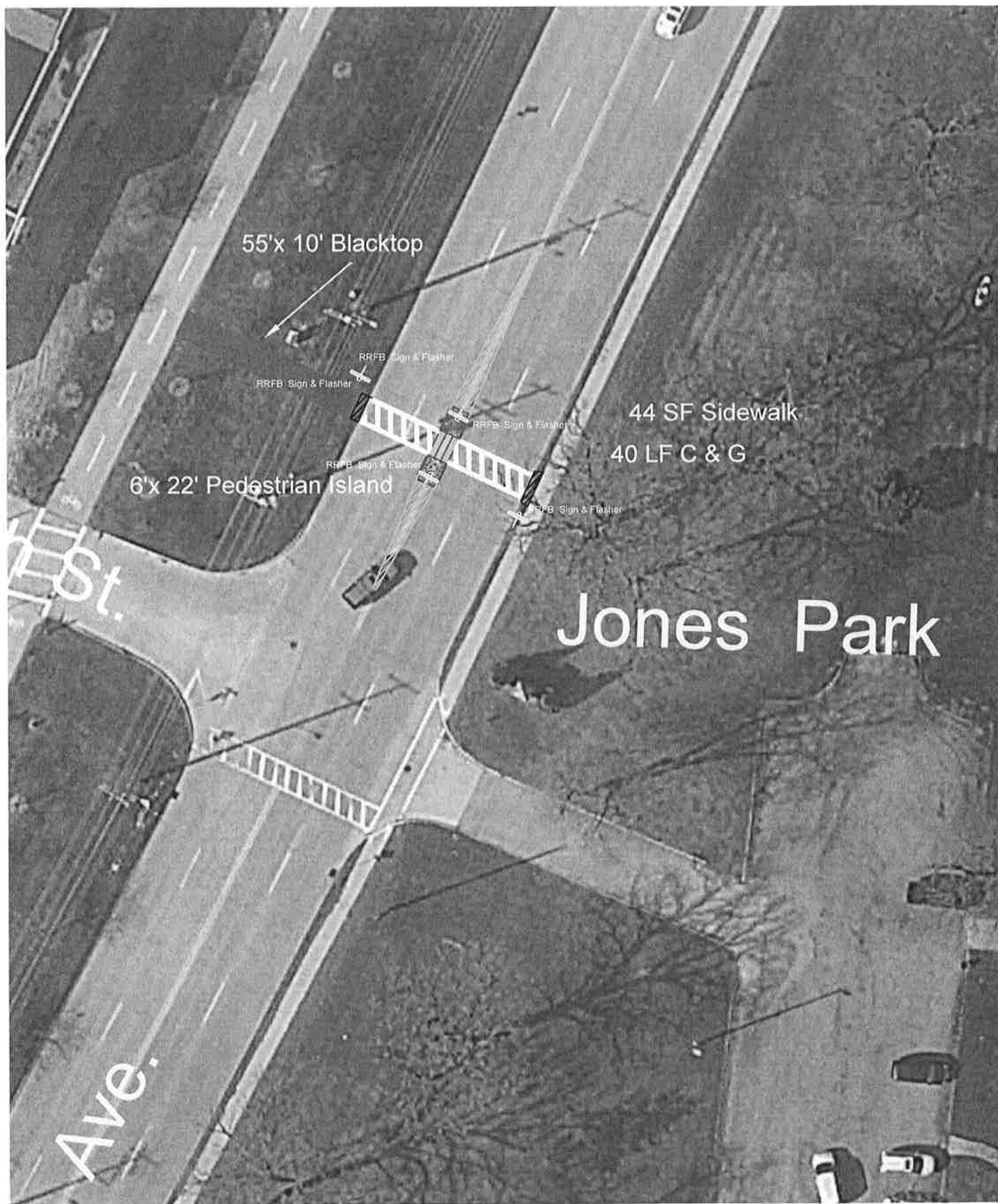
some crossings may be ready ahead of others. I would also like to utilize City crews, if available, for some work. I would like Council to approve the project not to exceed our available funds and allow myself and the City Manager to approve the low bid (for items that are bid out) with a minimum of two bids. My intent is to avoid coming back to council for several approvals of smaller portions of the work, but also maintaining a transparent process in spending public funds.

As an example we have solicited five bids ranging from \$5398/intersection to \$8405/intersection for the pedestrian activated flashing signs (RRFBs). With your approval we will purchase these materials for 5 intersections immediately as the Easter Seals grant must be spent by July 31, 2019.

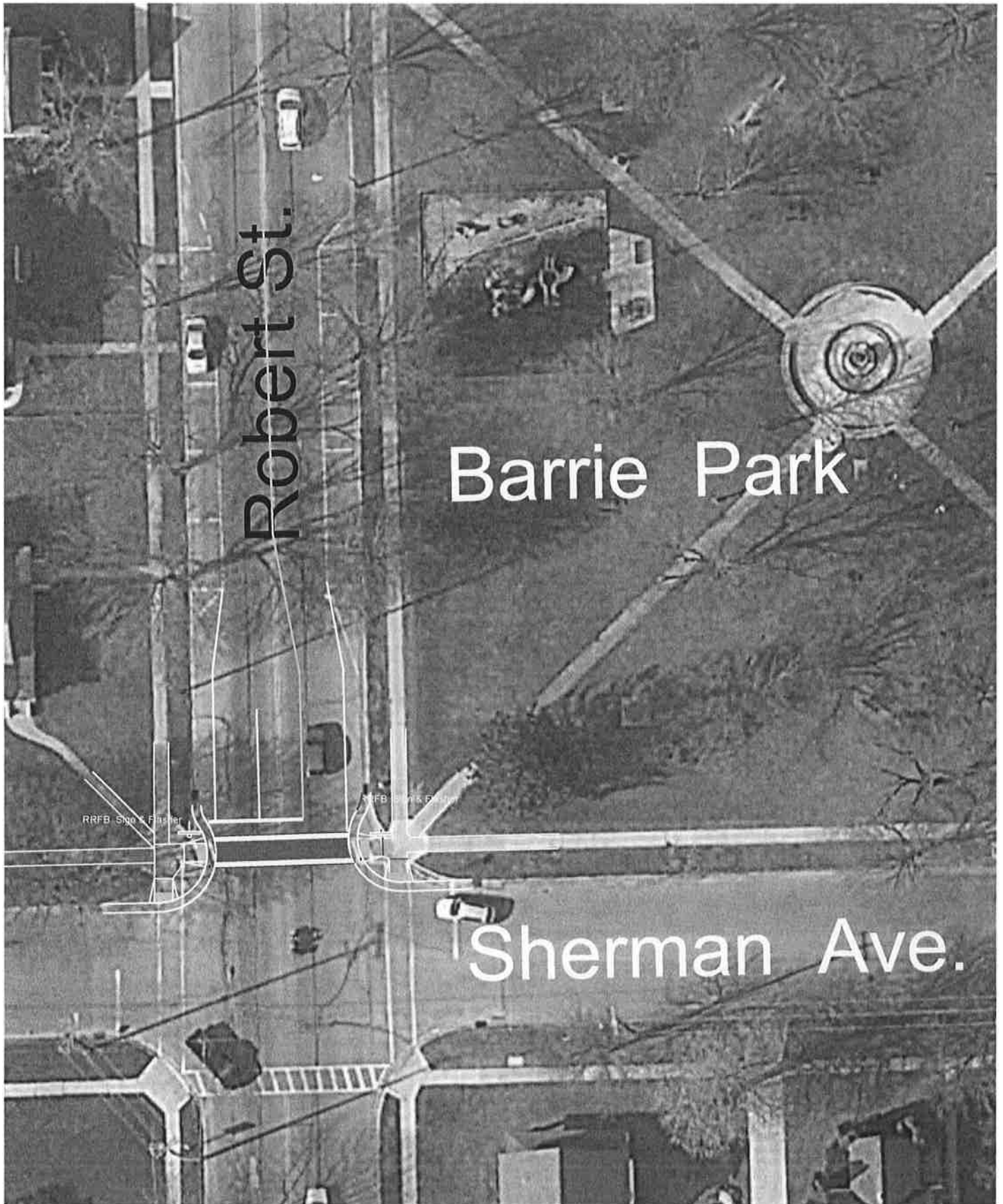
Recommendation:

I would recommend that Council approve the Pedestrian Crossing improvements as noted in an amount not to exceed \$142,000, with individual projects to be managed jointly by the City Engineer and City Manager for completion in 2019.

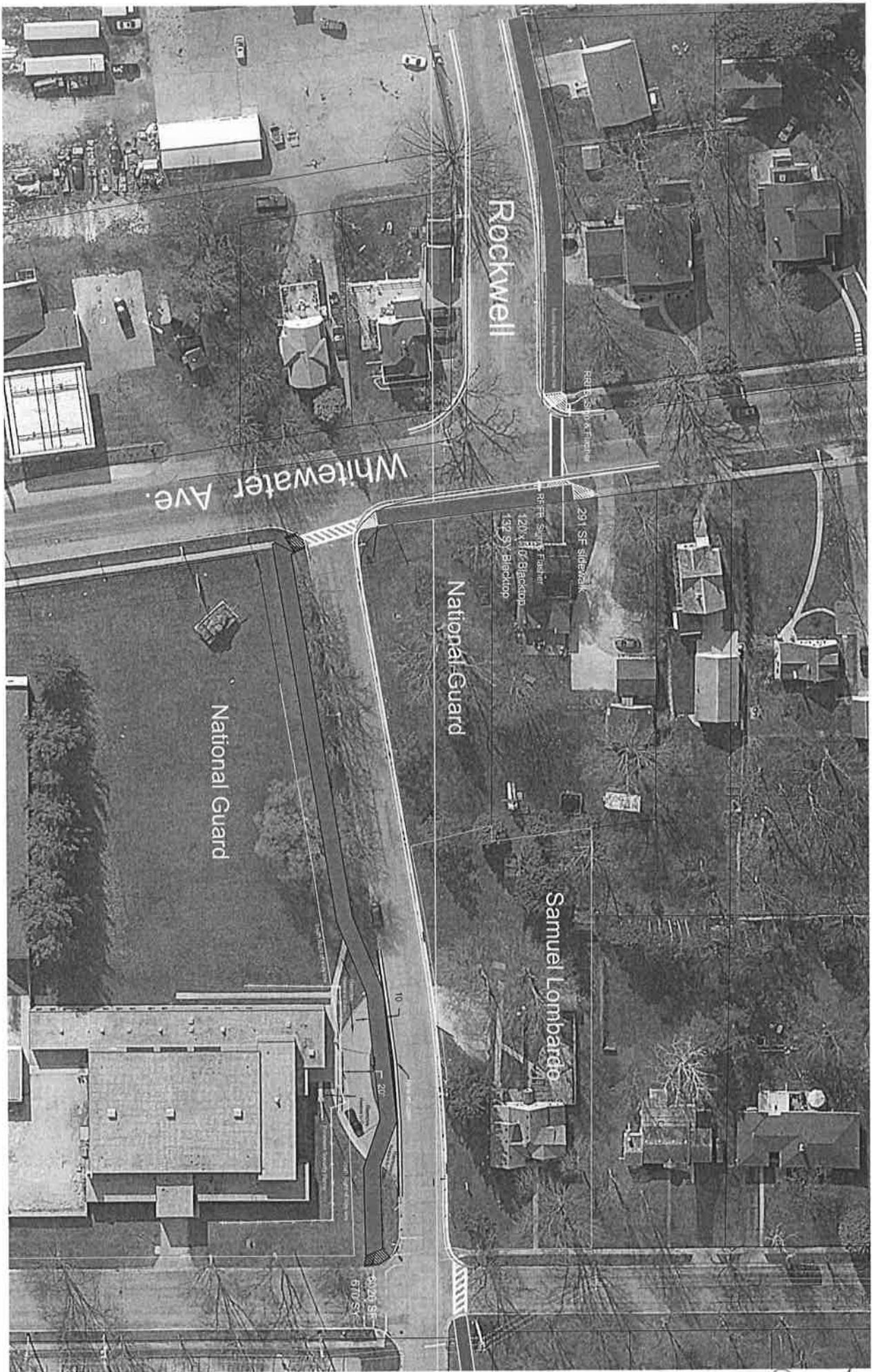














9-b

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 22, 2019

TO: City Council

FROM: Michelle Ebbert, City Clerk/Treasurer

SUBJECT: Class "B" Fermented Malt Beverage and "Class C" Wine License

Background:

Brewpubs are allowed to operate under a license issued by a Municipality. They must operate a restaurant and hold a Class "B" Fermented Malt Beverage license that allows it to sell, in addition to beer it makes and beer manufactured by others. Brewpubs fall under the same classification as a bar or restaurant where they need a license for the sale and consumption of on-site alcoholic products.

Quotas do not exist for Class "B" beer and "Class C" wine licenses. Wine licenses can only be issued to establishments that serve food or a menu.

Discussion:

Cynthia Milanovich had applied and was issued a license to operate Mr. Brews Taphouse at 201 N. Main Street Ste. 220 located in the Creamery building in March of 2017.

Applicant Gregg Day, owner of seven other Mr. Brews locations has applied for the same license to operate Mr. Brews Taphouse VIII at the existing location. Building owner, Mike Herl has provided a letter confirming the lease agreement with Mr. Day. Additionally, Mrs. Milanovich has provided a letter stating she would surrender her license for the 201 N. Main Street location contingent upon approval of the license for Mr. Day.

Mr. Day meets all qualifications set forth in Statute 125.04(5). Mr. Day will serve as the Agent.

Financial Analysis:

The publication, pro-rated license, renewal license and provisional retail license fees were paid.

Staff Recommendation:

To approve the original application from Mr. Brews Taphouse VIII, LLC for a Class "B" Fermented Malt Beverage and "Class C" Wine license for use at 201 N. Main Street Ste. 220.

1 of 1

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: June 4, 19 ending: 06/30/2019
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } FORT ATKINSON

County of JEFFERSON Aldermanic Dist. No. N/A
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-1029693 856-04</u>	
FEIN Number <u>34-174115</u>	
TYPE OF LICENSE REQUESTED	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input checked="" type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>225.00</u>
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

MR Brew Taphouse & LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>STEVE DAY</u>	(First) <u>STEVE</u>	(Middle Name) <u>S</u>	Home Address (Street, City or Post Office, & Zip Code) <u>703 NW 36TH PL. COPE CONNE FL 33993</u>
Vice President / Member Last Name <u>DAY</u>	(First) <u>GREGG</u>	(Middle Name) <u>A</u>	Home Address (Street, City or Post Office, & Zip Code) <u>1232 ELM ST HAMILTON WI 53027</u>
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name MR Brew Taphouse Business Phone Number 1-920-542-1319
2. Address of Premises 201 S MAIN ST Suite 220 Fort Atkinson WI 53538

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Bar, Bathrooms, Patio, Dining Room, Records IN OFFICE

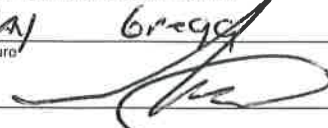
4. Legal description (omit if street address is given above):

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? CI MR Brews

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain Current L. Law is Operator ☒ Yes ☐ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) Corporate/limited liability company applicants only: Insert state WI and date 5-13-19 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? If yes, explain ☒ Yes ☐ No
MEMORANCE KANS Mr Brews Taphouse 7 LLC, AGENT
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>DAY Gregg</u>	Title/Member <u>VICE President</u>	Date <u>5/14/19</u>
Signature 	Phone Number <u>608-338-5499</u>	Email Address <u>gregg@mrbrewstaphouse.com</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5-14-19</u>	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Day		Steven		James	
Home Address (street/route)		Post Office	City	State	Zip Code
703 NW 36th Place			Cape Coral	FL	33993
Home Phone Number		Age	Date of Birth	Place of Birth	
715.370.0929		54		Milwaukee, WI	

The above named individual provides the following information as a person who is (check one):

☐ Applying for an alcohol beverage license as an **Individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ **Member** of **Mr Brews Taphouse VII, LLC**
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 53yrs
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
If yes, identify. Mr Brews Taphouse IV, LLC & Mr Brews Taphouse VII, LLC
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.

(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Mr Brews Taphouse Holding	PO Box 557 Menomonee Falls, WI	2013	Present
Employer's Name	Employer's Address	Employed From	To
Abbyland	Abbotsford, WI	2012	2013

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 15 day of May, 20 19
Maubbert
(Clerk/Notary Public)

My commission expires July 27, 2021

[Signature]
(Signature of Named Individual)



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4 of 7

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) Day		(first name) Gregg		(middle name) A	
Home Address (street/route) 1232 Elm St		Post Office	City Hartford	State WI	Zip Code 53027
Home Phone Number 608 338 5499		Age 48	Date of Birth 7-18-70	Place of Birth MIL.	

The above named individual provides the following information as a person who is (check one):

☒ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ **Vice President** of **MR Brews Taproom & LLC**
(Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? **48 years**
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
If yes, identify. **AGENT MR BREWS, WAUKESHA/MEROMONEE FALLS**
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name MR Brews Taproom	Employer's Address 703 NW 36th St FL 33993	Employed From 2012	To Present
Employer's Name Wing	Employer's Address 2120 Pewaukee Rd Suite 500	Employed From 1994	To 2012

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this **14** day of **May**, 20 **19**
Maahbert
(Clerk/Notary Public)

My commission expires **July 22, 2021**

[Signature]
(Signature of Named Individual)



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5 of 7

Michelle Ebbert

From: Mike Herl <mike.herl@madisoncommercialre.com>
Sent: Thursday, May 16, 2019 10:10 AM
To: Michelle Ebbert
Cc: steve@mrbrewstaphouse.com
Subject: Mr. Brews

Michelle,

Steve Day of Mr. Brews Corporate, will be taking over the lease within the Creamery Complex from Cindy Milanovich, as of May 31st, 2019. If you need anything further from me, please email me or call me at the number listed below.

Thanks.

Mike Herl
(C) 608.212.4623

Date: 5/14/19

I, Cindy Milanovich hereby state that I,

owner of Mr. Brews Taphouse will surrender my Class "B" Fermented Malt Beverage and "Class C" Wine License to Mr. Brews Taphouse VIII LLC contingent upon

Mr. Brews Taphouse 8, LLC being approved for said Class "B" Fermented Malt Beverage and "Class C" Wine License for use by Mr. Brews Taphouse at the premise of 201 N. Main St. Fort. Atkinson, WI 53538

Signed: Cindy Milanovich

Date: 5/14/19

Witness: [Signature]

Date: 5/14/19



9-c

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 22, 2019

TO: City Council
FROM: Michelle Ebbert, City Clerk/Treasurer
SUBJECT: Renewal Alcohol License Premise Description Change

Background:

Alcohol License applications require a premise description be provided, as follows.

Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Every applicant provides this detailed information which is then printed on their alcohol license. Should a premise be altered from the original description, it must be approved by the licensing body. Alterations may include adding a room from an addition to the property, outdoor enclosed area or temporary additions for events (i.e. Fat Boyz annual event or Brock's River Walk outdoor concerts) – upon approval by the City Council.

The City Council has the authority to attach conditions to a premise description including limitations to the described premises, when the license is granted.

Discussion:

On May 21, 2019, City Council adopted Ordinance #779 Online Ordering and Curbside Pick-up of Alcohol Beverages.

Festival Foods has submitted a request to change their Premise Description to add the option of offering Click and Collect to their customers. Festival refers to this as "Click n Go" and follows strict store policies in addition to the guidelines set forth in Ordinance #779.

Click N Go allows customers to purchase products online and have them delivered to their vehicle in the parking lot. Once the customer arrives to pick up their items, a Festival employee will report to their vehicle, confirm they are over the age of 21 for alcohol sales and process their payment inside the store. Following age and payment confirmation, the licensed Festival employee will deliver the items to the customer's vehicle in the designated parking stall.

Financial Analysis:

None.

Staff Recommendation:

To approve the change to the Premise Description of Skogen's Foodliner Inc dba Festival Foods, 328 Washington Street as provided.

1 of 8

RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2018 ending: 06 30 2019

TO THE GOVERNING BODY of the: FORT ATKINSON

County of JEFFERSON Aldermanic Dist. No. n/a

CHECK ONE Individual Partnership Limited Liability Company Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name)

Home Address

Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company SKOGEN'S FOODLINER, INC

Address of Corporation/Limited Liability Company (if different from licensed premises) 3800 EMERALD DR E, ONALASKA, WI

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

C. 1. Trade Name FESTIVAL FOODS

Business Phone Number 920-563-3531

2. Address of Premises 328 WASHINGTON STREET

Post Office & Zip Code FT ATKINSON 53538

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) ONE STORY CEMENT BUILDING W/

5. Legal description (omit if street address is given above): SEPARATE LIQUOR STORAGE

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been convicted of any offenses (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side Yes No

b. Are charges for any offenses presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side Yes No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain. Yes No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain. Yes No

9. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement? Yes No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor? Yes No

READ CAREFULLY BEFORE SIGNING. Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Indicated applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

SUBSCRIBED AND SWORN TO BEFORE ME

this 23 day of March, 20 18

(Clerk/Notary Public)

My commission expires May 5, 2018

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

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 3-28-18 Date reported to council/board 6-5-18 Date license granted 6-5-18

License number issued ALAB-18-19-1200 Date license issued 6-6-18 Signature of Clerk/Deputy Clerk

May 22, 2019

City of Fort Atkinson
City Clerk's Office, Attn: Michelle Ebbert
101 N. Main Street
Fort Atkinson, WI 53538

Re: Festival Foods – 328 Washington Street, Fort Atkinson, WI 53538
Change of Premises for Alcohol Beverage License

Dear City of Fort Atkinson City Council

Festival Foods is launching an online grocery pickup service in select stores in Wisconsin. Customers using this service will be able to place an order online and provide a credit card to hold the order. The customer will then come to the local Festival store to complete the payment and pick up the order.

Festival Foods is seeking to amend the premises description on its current license to include the pickup location as follows:

One story cement building with separate liquor storage, including designated stalls in parking lot for online grocery pickup

We have attached a site map and floor plan for the store showing the location of the dedicated parking spaces. We have also included a copy of our Click N Go Procedure.

We are aware that this change will require approval and request that this proposed amendment be considered at the next available meeting. Please let me know the date our request can be heard as we will have a representative present to answer any questions.

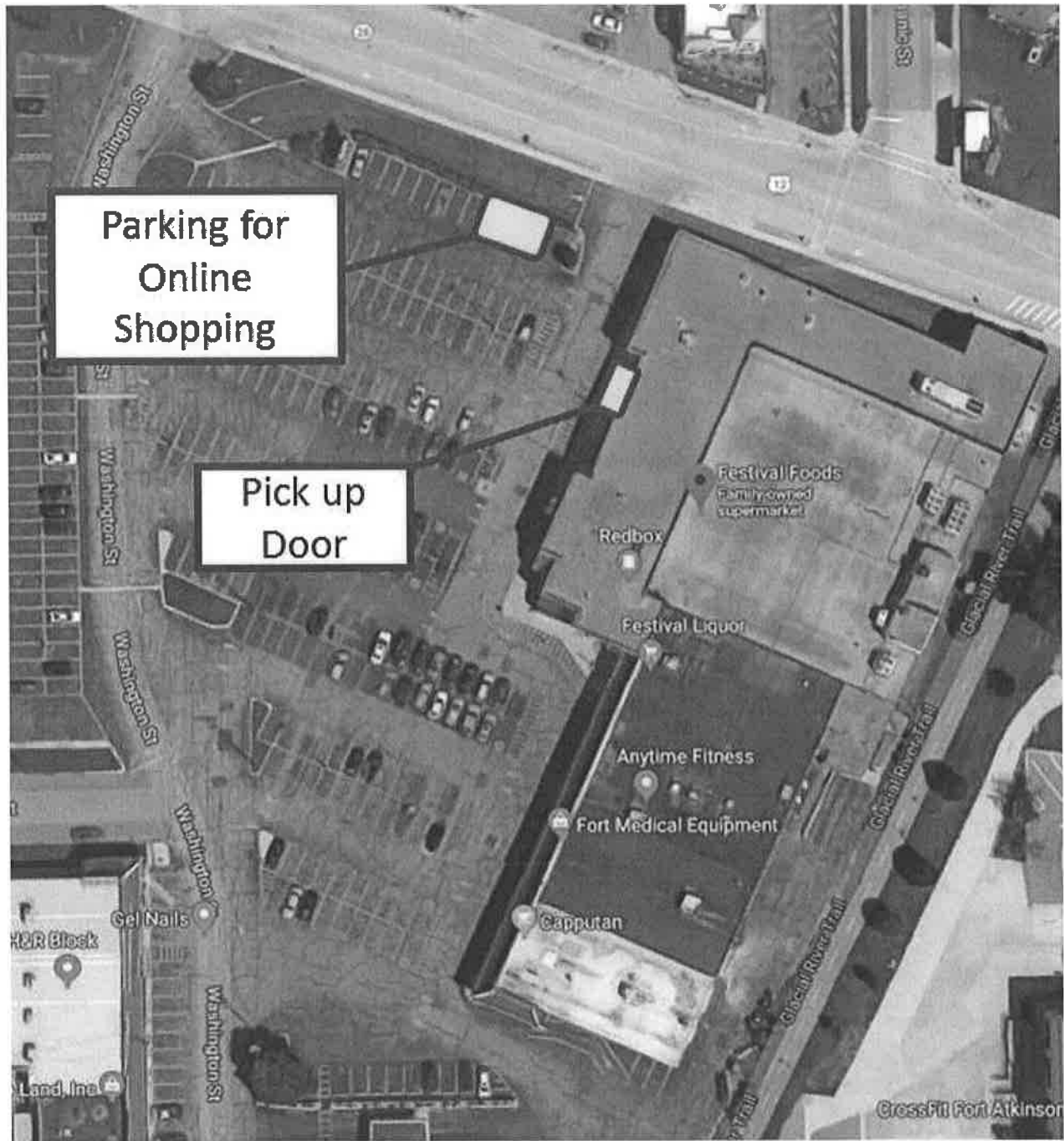
Please let me know if you have questions or require additional information.

Sincerely,

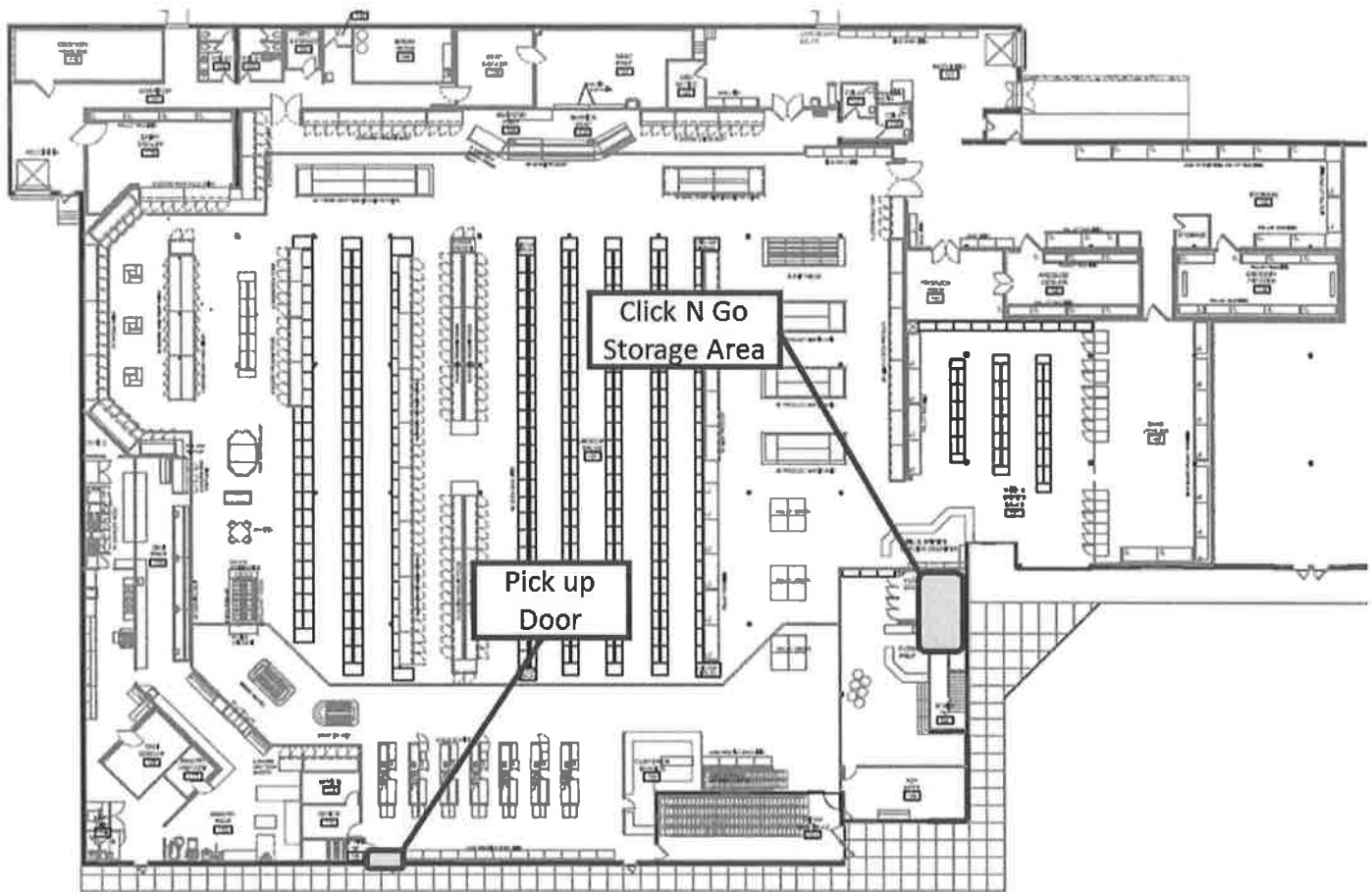
Tamra Thomson
Staff Accountant 1
Skogen's Festival Foods
3800 Emerald Drive East
Onalaska, WI 54650
608-779-2723
tthomson@festfoods.com



Festival Foods Fort Atkinson Online Shopping (Click N Go)



Festival Foods Fort Atkinson Online Shopping (Click N Go)



Compliance & Ethics

Online Grocery Pickup (Click N Go)

Procedure Guide

Placing Order

- Customer visits festfoods.com and creates an account by providing applicable information such as phone #, zip code, email address, etc.
- The customer will be able to select the store of their choice from our 32 options currently in Wisconsin. Not all locations are providing this service at this time.
- Customer will be able to shop for goods at their desired location.
- Customer will be able to select a pick up timeframe no less than four (4) hours from the time of placing the order.
- No orders containing alcohol will be accepted after 3:00 p.m. for same day pick up.
- Customer completes the order by supplying their credit card information.
- Festival Foods authorizes and holds the card information, but funds are not transferred from the card.

The image displays four screenshots of the Festival Foods Click N Go website interface:

- Top Screenshot:** Shows the 'SHEBOYGAN' store selection screen. It includes a map, store details (555 South Taylor Street, Sheboygan, WI 53081), and a list of services offered (e.g., Grocery Delivery, Curbside Pickup).
- Second Screenshot:** Shows the 'Shop' page with a search bar and a grid of product categories like 'Deli', 'Bakery', 'Produce', etc.
- Third Screenshot:** Shows the 'Checkout' process. It includes a 'Pick Up Info' section, a 'Payment Method' section (Credit Card), and a 'Card Number' field.
- Bottom Screenshot:** Shows the 'Checkout Summary' with a table of items and their prices, and a 'Place Order' button.

- Where allowed by state and local law, customers can include alcoholic beverage products in their online grocery order through festfoods.com
- Orders containing alcohol will be flagged with notification explaining the restrictions around purchasing this product.
- The following verbiage will be included on all orders during checkout.

GOVERNMENT WARNING: (1) According to the Surgeon General, women should not drink alcoholic beverages during pregnancy because of the risk of birth defects. (2) Consumption of alcoholic beverages impairs your ability to drive a car or operate machinery, and may cause health problems.

Sale of alcohol to minors is prohibited.

At pickup, you must show a valid photo ID confirming that you are age 21 or over. Accepted forms of ID are: Driver's License, State-Issued Identification Card, U.S. Passport, Military ID Card, or Tribal ID. In specific states, or other similar government issued ID's that are recognized within the state. No discounts, coupons, or tax-exempt sales may be applied to alcohol.



Picking/Staging

- On the day a customer is scheduled to pick up an order, a Festival Foods associate, identified as an "Online Shopper", will "shop" for the customer order in the store.
- All shopping is completed on the pickup day to ensure the customer receives the freshest products.
- If a customer's order contains alcohol product, it will be flagged with a "Check ID" sign prompting the Online Shopper to ask for and verify a valid form of identification from the guest at the time of pickup.



- This sign will enable our online shoppers to clearly identify items subject to additional regulatory restrictions.
- All picked orders are kept in a secure backroom staging area, not open to the public, where only Festival Foods employees are permitted to enter.

Customer Pickup: Order Review

- When the customer arrives they will park in a clearly defined parking stall under video surveillance (video kept 30 days) within 150 ft. of the pickup door. They will then notify our online shopper of their arrival by calling or texting their name to our online shopper's cell phone.
- Online Grocery Pickup (Click N Go) is currently offered between the hours of 10:00 a.m. – 7:00 p.m., seven (7) days a week (except holidays or other store closures).
- If alcohol is not allowed to be sold at the time of dispense, the item will be removed from the transaction and the physical product will be removed from the cart before completing the transaction.
- Online shoppers must meet age requirements and possess any required licenses within the regulatory jurisdiction to be allowed to handle and/or dispense orders with alcoholic beverage products.
- Sale will only to be made by licensed operator.
- Licensed operator verifies the person placing the order is the same person picking the order up.
- Licensed operator verifies the age of the customer through a visual inspection of their ID as well as by scanning the ID using the "Bar & Club Stats ID Scanner" application.
- If the customer picking up the order containing alcoholic beverages is intoxicated, a manager will be called to the pick-up location to determine the sobriety for purposes of approving or denying the sale. If the customer is deemed to be intoxicated the item will be removed from the transaction and the physical product will be removed from the cart.
- If the customer is under 21 and/or cannot provide a valid ID, the alcohol beverage products will be removed from the transaction and the physical product will be removed from the cart.
- If over 21, the customer's order will be charged accordingly and the item will be placed into the customer's vehicle by our online shopper.

Customer Pickup: Dispensing

- Once the customer and online shopper have:
 - Reviewed any substituted items, fragile items, and out of stock items
 - Removed any rejected products that the customer no longer wants
 - Verified the customer's age and identification if the order contained any age restricted items (and if necessary, removed age restricted items)
- The customer is then charged for the items and the customer's account is charged with the final order amount (after removing the cost of any products removed from the order)
- The online shopper places the final order into the customer's vehicle, and the transaction is considered complete.



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9-d

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 9, 2019

TO: City Council

FROM: Michelle Ebbert, City Clerk/Treasurer

SUBJECT: Review of Alcohol Beverage License Applications

BACKGROUND

Types of Alcohol Licenses

"Class A" Intoxicating Liquor
Class "A" Fermented Malt Beverage (Beer)
"Class A" Liquor: Cider Only
"Class B" Intoxicating Liquor
Class "B" Fermented Malt Beverage (Beer)
"Class B" Winery
"Class C" Wine
Reserve "Class B" Intoxicating Liquor
Temporary Class "B" Fermented Malt Beverage (Beer)
Temporary "Class B" Wine

Definitions

Class A refers to consuming product *away* or off premise (grocery store, gas station).
Class B refers to consuming product *on* premise (bar, tavern, restaurant, bowling alley)
Class C refers to the sale of alcohol beverages accounts for less than 50% of gross receipts. Product may be sold by the glass or in an opened original containers for consumption on the premises where sold.

Types of Alcohol License Combinations and Total Issued

"Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage (Beer)	- 7
"Class A" Intoxicating Liquor	- 3
Class "A" Fermented Malt Beverage (Beer) and "Class A" Cider Only	- 6
Class "A" Fermented Malt Beverage (Beer)	- 0
Class "B" Fermented Malt Beverage (Beer)	- 1
Class "B" Fermented Malt Beverage (Beer) and "Class C" Wine	- 5
"Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverage (Beer)	- 22
Reserve "Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverage (Beer)	- 3
"Class B" Winery	- 0

Temporary Class "B" Fermented Malt Beverage (Beer) and Temporary "Class B" Wine – these licenses are issued throughout the year to lodges, societies, bona fide clubs, chambers, non-profit, etc.

Quotas exist on the following types of License

"Class A" Intoxicating Liquor (10)	<i>All issued.</i>
Class "A" Fermented Malt Beverage (Beer) (17)	<i>4 licenses available.</i>
"Class B" Intoxicating Liquor and Class "B" Fermented Malt Beverage (22)	<i>All issued.</i>
Reserve "Class B" Intoxicating Liquor (3)	<i>All issued.</i>

continued

1 of 4

The 2015-17 Wisconsin State Budget (2015 Act 55) provides that municipalities shall issue a "Class A" liquor license if both of the following apply:

- The "Class A" liquor license application is for sales limited to cider products only.
- The application for a "Class A" liquor license holds a Class "A" beer license for the same premises.

The budget provision also defines 'cider' to mean any alcohol beverage that is obtained from the fermentation of the juice of apples or pears and that contains not less than 0.5 percent alcohol by volume and not more than 7.0 percent alcohol by volume. "Cider" includes flavored, sparkling, and carbonated cider.

Licensing Period

July 1 through June 30th. All licenses must be applied for timely to allow at least 45 days of Staff processing, Police Department review and preparation for presentation to the Licensing Committee and City Council.

Code of Ordinances: Chapter 6 Alcohol and Nonintoxicating Beverages

Sec. 6.33. Licenses

- (a) No alcohol beverage licenses shall be granted to any applicant for premises on which the applicant is responsible for any delinquent and unpaid personal property taxes, assessments, utility bills or other financial claims of the City.
- (b) No license shall be granted for any premises unless the applicant for the license shall provide to the city evidence of ownership or leasehold interest in the premises for the term of the licenses.
- (c) Any license duly granted not used for 90 consecutive days shall be subject to review and possible suspension or revocation by the Council. These licenses may not be regranted during this 90-day period.

License Fees

Class A or Class B Beer: \$100.00 (*maximum amount allowed to charge by Statute*)

Class A or Class B Liquor: \$500.00 (*maximum amount allowed to charge by Statute*)

Class C Wine: \$100.00 (*maximum amount allowed to charge by Statute*)

Publication Fees

All license holders are charged a publication cost to cover the cost of publishing the notice of renewal in the Daily Union. The cost per license is \$25.00.

Premise Inspections

Annually, the Police Department visit the businesses to introduce themselves and perform general inspections. As of May 22nd, all but one premise was inspected.

DISCUSSION:

Comments on Renewals

New agent for Walgreens. Nomadic expanded their premise description to include the lower lever (formerly Bent Kettle/88 Underground/Velvet Lips). Fort Investments changed their doing/business/as name to Fort 88.

The Licensing Committee met on May 15th and reviewed all renewals. The Committee then met on May 21st and reviewed the renewal for Mr Brews Taphouse VIII following their purchase of the business on May 31st.

Festival Foods had submitted an updated premise description for their July 1st renewal to include the designated parking stalls for Click n Go.

STAFF RECOMMENDATION:

Staff would recommend approval of the alcohol license applications for the licensing period of July 1, 2019 through June 30, 2020 contingent upon payment of all monies owed to the City by license holders.

2 of 4

<u>License Type</u>	<u>Fee</u>	<u>Individ/Partner/Corporation/Name</u>	<u>D/B/A Business Name</u>	<u>Business Address 1</u>	<u>Agent Name</u>
Class A Beer Class A Liquor Cider Only	\$ 100.00	Casey's Marketing Company	Casey's General Store #3712	342 Whitewater Ave	Heidi Marcyes
Class A Beer Class A Liquor Cider Only	\$ 100.00	Kwik Trip Inc	Kwik Trip #439	1565 Madison Ave	Ryan L. Knutson
Class A Beer Class A Liquor Cider Only	\$ 100.00	Loeder Oil Co., Inc.	Loeder BP Fort Atkinson	303 S Main St	Daniel L. Loeder
Class A Beer Class A Liquor Cider Only	\$ 100.00	NK Gas & Foods LLC	NK Gas & Food, LLC	1012 Whitewater Ave	Mohammad K. Javed
Class A Beer Class A Liquor Cider Only	\$ 100.00	Stop-N-Go Of Madison Inc	Stop-N-Go #216	313 Madison Ave	Andrew J. Bowman
Class A Beer Class A Liquor Cider Only	\$ 100.00	Stop-N-Go Of Madison Inc	Stop-N-Go #221	1680 Janesville Ave	Andrew J. Bowman
Class A Liquor	\$ 500.00	Blodgett Milling Co Inc	Blodgett Garden Center	1222 Janesville Ave	Laura Jo Laatsch
Class A Liquor	\$ 500.00	The Fireside, Inc	The Cheese Loft	1009 Janesville Ave	Ryan S. Klopchic
Class A Liquor	\$ 500.00	Roger T. Humphrey	Humphrey Floral & Gifts	201 S Main St	Roger T. Humphrey
Class A Liquor Class A Beer	\$ 600.00	Green Way Holdings, Inc	FA Gas	1285 Madison Ave	Nirbhai Pangli
Class A Liquor Class A Beer	\$ 600.00	Skogen's Foodliner, Inc	Festival Foods	328 Washington St	Cory Krisher
Class A Liquor Class A Beer	\$ 600.00	J & R Petro LLC	K P Mart	415 Janesville Ave	Karamjit K. Pangli
Class A Liquor Class A Beer	\$ 600.00	La Tienda Mexicana, Inc	La Tienda Mexicana	809 S Main St.	Jesus Gonzalez
Class A Liquor Class A Beer	\$ 600.00	Lions Quick Marts Inc	Lions Quick Mart	1220 Janesville Ave	James L. Johnson
Class A Liquor Class A Beer	\$ 600.00	Ultra Mart Foods LLC	Pick 'N Save #6396	1505 Madison Ave	Pamela A. Marks
Class A Liquor Class A Beer	\$ 600.00	Walgreen Co.	Walgreens #01976	300 N. Main St	Abby Johnson
Class B Beer Class C Wine	\$ 200.00	Mr. Brews Taphouse VIII, LLC	Mr Brews Taphouse	201 N Main Street Ste 220	Gregg Day
Class B Beer Class C Wine	\$ 200.00	NOMADIC, LLC	NOMADIC	96 S. Main Street	Paul Christianson
Class B Beer Class C Wine	\$ 200.00	La Macarena Express, LLC	La Macarena Express	130 N Main Street	Martha Garcia
Class B Beer Class C Wine	\$ 200.00	Felipe Galvez	La Fortaleza Mexican Restaurant	1525 Janesville Avenue	Felipe Galvez
Class B Liquor Class B Beer	\$ 600.00	EYM Pizza of Wisconsin, LLC	Pizza Hut #35661	1550 Madison Ave	Kimberly S Berquist
Class B Liquor Class B Beer	\$ 600.00	Paul Frank Florine Post No. 166 of the American Legion	American Legion Dugout	201 S Water St E	Kathleen Tague
Class B Liquor Class B Beer	\$ 600.00	Richard Halverson	Belmont Bar & Grill	29 W Sherman Ave	Richard Halverson
Class B Liquor Class B Beer	\$ 600.00	Bienfang's Bar Inc.	Bienfang's Bar	28 N. Water St. E.	David P. Bienfang
Class B Liquor Class B Beer	\$ 600.00	Scuzzi's Pizza Bar LLC	Brickhouse Pizza	1501 Janesville Ave	Valbon Beqiri
Class B Liquor Class B Beer	\$ 600.00	J&J Wisconsin Ventures, LLC owned by Jaimie Brock	Brock's Riverwalk Tavern & Grill	99 S. Main Street	Jaimie L. Brock
Class B Liquor Class B Beer	\$ 600.00	William M. Camplin & Alison C Welch	Cafe Carpe	18 S Water St W	Wrm M Camplin & Alison C Welch
Class B Liquor Class B Beer	\$ 600.00	Ft Atkinson Hotel Group 2 LLC	Country Inn & Suites	1650 Doris Drive	R Brian Brandstetter
Class B Liquor Class B Beer	\$ 600.00	Creamery 201, LLC	Creamery 201	201 N. Main Street	Katie Stahl
Class B Liquor Class B Beer	\$ 600.00	Jorge A. Alvarado	El Patron	100 Madison Ave	Jorge A. Alvarado
Class B Liquor Class B Beer	\$ 600.00	Fat Boyz Inc	Fat Boyz	219 S Main St	John E. Dawson
Class B Liquor Class B Beer	\$ 600.00	HDGL, LLC	Jansen's Hall	1245 Whitewater Avenue	Guy Dempsey
Class B Liquor Class B Beer	\$ 600.00	Hijynx LLC	Hijynx LLC	225 and 227 S. Main Street	Michael P. Punzel
Class B Liquor Class B Beer	\$ 600.00	Mangiamini Italiano LLC	Mangiamini Italiano	226 S Main St	Eric Webber
Class B Liquor Class B Beer	\$ 600.00	River Front Family Restaurant LLC	Riverfront Restaurant	1317 N High St	Merita Bekiri
Class B Liquor Class B Beer	\$ 600.00	ADR Enterprises Inc	Rock River Lanes	1010 Larsen Rd	Nate Pfeiffer
Class B Liquor Class B Beer	\$ 600.00	Cindy L Weber	Rustic Waters	12 S Water St E	Cindy Weber
Class B Liquor Class B Beer	\$ 600.00	Salamone Pizza Inc	Salamones Italian Pizzeria	1245 Madison Ave.	Joseph P. Salamone
Class B Liquor Class B Beer	\$ 600.00	Scott M. Arndt	Soulful Toad	88 S Main St	Scott M. Arndt
Class B Liquor Class B Beer	\$ 600.00	Patrick Beach	Soup's On	1125 Whitewater Ave	Patrick Beach
Class B Liquor Class B Beer	\$ 600.00	The Fireside, Inc	The Fireside	1131 Janesville Ave	Ryan S. Klopchic

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Class B Liquor Class B Beer	\$	600.00	Fort Investments, LLC	Fort 88 Restaurant & Bar	855 Lexington Blvd	Valbon Beqiri
Class B Liquor Class B Beer	\$	600.00	99 Sushi, LLC	99 Sushi	99 N Main Street	Mei Xin Lin
Class B Liquor Class B Beer RESERVE	\$	600.00	Didley's LLC	Paddy Coughlin's	14 E Sherman Ave	Erin Patterson
Class B Liquor Class B Beer RESERVE	\$	600.00	L Tree Cuisine, LLC	Riverstone Event Center	1915 Central Coast Lane	Jill Puckett
Class B Liquor Class B Beer RESERVE	\$	600.00	La Cabana 2, LLC	La Cabana 2, LLC	213 Washington Street	Julia Cortes

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9-e

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 22, 2019

TO: City Council

FROM: Michelle Ebbert, City Clerk/Treasurer

SUBJECT: Review of Cigarette and Tobacco Product Retail License applications

Background:

139.34 Permits required.

(1)(a) No person may manufacture cigarettes in this state or sell cigarettes in this state as a distributor, jobber, vending machine operator or multiple retailer and no person may operate a warehouse in this state for the storage of cigarettes for another person without first filing an application for and obtaining the proper permit to perform such operations from the municipality.

The local governing body has the authority to issue licenses to those selling cigarette and tobacco related products over the counter.

Discussion:

There are 14 local businesses that have applied to sell cigarette and tobacco related products. They timely submitted a complete application as required by the Department of Revenue. Since the ban of smoking in bars/taverns, there has been a decrease in the number of issued cigarette licenses.

Financial Analysis:

Currently, a cigarette and tobacco product retail license is \$100.00.

Staff Recommendation:

The applications have been reviewed for accuracy and are recommended to be approved.

<u>Legal Name</u>	<u>Trade Name</u>	<u>Trade Address 1</u>
Casey's Marketing Company	Casey's General Store	342 Whitewater Avenue
Green Way Holdings, Inc	FA GAS	1285 Madison Avenue
Skogen's Foodliner, Inc	Festival Foods	328 Washington Street
J&R Petro, LLC	K P Mart	415 Janesville Avenue
Kwik Trip, Inc	Kwik Trip #439	1565 Madison Avenue
Lions Quick Marts, Inc	Lions Quick Mart	1220 Janesville Avenue
Loeder Oil Co, Inc	Loeder BP Fort Atkinson	303 S. Main Street
Ultra Mart Foods, LLC	Pick 'N Save #6396	1505 Madison Avenue
NK Gas & Food, LLC	Shell Handy Pantry	1012 Whitewater Avenue
Stop-N-Go of Madison, Inc	Stop-N-Go #216	313 Madison Avenue
Stop-N-Go of Madison, Inc	Stop-N-Go #221	1680 Janesville Avenue
Walgreen Co.	Walgreen's #01976	300 N. Main Street

1 of 1



9-f

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 30, 2019

TO: City Council

FROM: Tim Hayden

SUBJECT: SCADA SYSTEM INSTALLATION UPDATE

I would like to providing a brief update on how the installation of the new SCADA system is going. I also hope to be able to show a short demonstration on how the new system works.

1 of 1



11-a

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: May 31, 2019

TO: City Council
FROM: Michelle Ebbert City Clerk/Treasurer
SUBJECT: Granting Operator Licenses

Background:

The following are applicants for operator licenses. The applications have been reviewed and approved for accuracy by the Police Department. The following licenses are recommended for approval by the City Council.

Discussion:

REGULAR FOR THE TERM OF 2018-2020:

- | | | |
|----|-------------------|----------------------|
| 1. | Jennifer Douglas | Festival Foods |
| 2. | Seth Stark | bp |
| 3. | Jessica Woods | Hijynx |
| 4. | Timothy Zielinski | Country Inn & Suites |

Financial Analysis:

None.

Staff Recommendation:

To recommend the approval of operator licenses for the above noted applicants upon completion of successful background checks.

1 of 1