

# Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

Applicant's Wisconsin 15-digit Sales Tax Account Number  
XXXXXXXXXXXX

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) ULTIMATE MART, LLC			
Trade or Business Name (if different than Legal Name) PICK N SAVE #8180			Telephone Number ( )
Business Address (License Location) 3650 UNIVERSITY AVE.		Business Located In <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town	
City SHOREWOOD HILLS	State WI	ZIP Code 53211	Business Telephone (608) 231-6935
Mailing Address (if different than Business Address) BUSINESS LICENSES P.O. BOX 305103		City NASHVILLE	County DANE
		State TN	ZIP Code 372305103

Organization (check one)

- Sole Proprietor       Wisconsin Corporation – Enter date incorporated: \_\_\_\_\_  
 Partnership       Out-of-State Corporation – Are you registered to do business in Wisconsin?     YES     NO  
 Other (describe) LLC

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?  
 YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)  
 YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?  
 YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)  
 YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?  
 YES     NO    6. Does the applicant understand that they may not sell single cigarettes?  
 YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?  
 YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

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 applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

Any lack of access to any portion of a licensee's premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 9th day of May  
Jessica M. Ditschreit  
 (Clerk / Notary Public)  
 My commission expires 3/12/2018

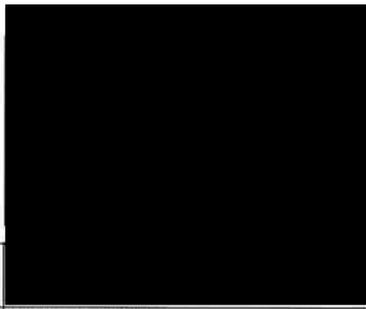


William L. Dowling  
 (Official of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

William L. Dowling  
 VP, Corporate Counsel

# Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.



Applicant's Wisconsin 15-digit Sales Tax Account Number  
[REDACTED]

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <b>BLACKHAWK COUNTRY CLUB</b>				Telephone Number ( )	
Trade or Business Name (if different than Legal Name)				Business Telephone <b>(608) 231 2454</b>	
Business Address (License Location) <b>3606 BLACKHAWK DRIVE</b>		Business Located In <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town		Business Telephone	
City <b>MADISON</b>	State <b>WI</b>	ZIP Code <b>53705</b>	of: <b>SHOREWOOD HILLS</b>	County <b>DANE</b>	
Mailing Address (if different than Business Address)			City	State	ZIP Code

Organization (check one)

- Sole Proprietor       Wisconsin Corporation – Enter date incorporated: 02/17/56  
 Partnership       Out-of-State Corporation – Are you registered to do business in Wisconsin?     YES     NO  
 Other (describe) \_\_\_\_\_

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?
- YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)
- YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)
- YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- YES     NO    6. Does the applicant understand that they may not sell single cigarettes?
- YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

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 applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

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.

SUBSCRIBED AND SWORN TO BEFORE ME

this 11<sup>th</sup> day of May, 2018

[Signature]  
 (Clerk / Notary Public)  
 My commission expires 01/30/2021

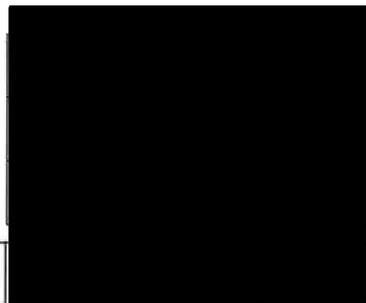
[Signature]  
 (Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

DAVID SYKES  
 NOTARY PUBLIC  
 STATE OF WISCONSIN

**PAID**  
 CK. NO. CC  
 DATE 5-11-18

# Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.



Applicant's Wisconsin 15-digit Sales Tax Account Number  
[REDACTED]

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <i>Steve's Liquor Store Inc</i>				Telephone Number ( )	
Trade or Business Name (if different than Legal Name) <i>Steve's Wine Market</i>				Business Telephone <i>(608) 233-6193</i>	
Business Address (License Location) <i>3618 University Ave</i>		Business Located In <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town		County <i>Dane</i>	
City <i>Madison</i>	State <i>WI</i>	ZIP Code <i>53705</i>	of: <i>Shawcross Hill</i>		
Mailing Address (if different than Business Address)			City	State	ZIP Code

Organization (check one)

- Sole Proprietor     
  Wisconsin Corporation – Enter date incorporated: 1962  
 Partnership     
  Out-of-State Corporation – Are you registered to do business in Wisconsin?     YES     NO  
 Other (describe) \_\_\_\_\_

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?  
 YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)  
 YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?  
 YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)  
 YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?  
 YES     NO    6. Does the applicant understand that they may not sell single cigarettes?  
 YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?  
 YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

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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.

SUBSCRIBED AND SWORN TO BEFORE ME

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

this 29 day of May, 20 18

(Clerk / Notary Public)

My commission expires 02/30/2021

DAVID SYKES  
 NOTARY PUBLIC  
 STATE OF WISCONSIN

# Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.



Applicant's Wisconsin 15-digit Sales Tax Account Number  
XXXXXXXXXXXX

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) <b>Walgreen Co.</b>				Telephone Number <b>(847) 527-4897</b>	
Trade or Business Name (if different than Legal Name) <b>Walgreens #06130</b>				Business Telephone <b>(608) 238-7109</b>	
Business Address (License Location) <b>3700 University Ave.</b>			Business Located In <input type="checkbox"/> City <input checked="" type="checkbox"/> Village <input type="checkbox"/> Town		County <b>Dane</b>
City <b>Shorewood Hills</b>	State <b>WI</b>	ZIP Code <b>53705</b>	of: <b>Shorewood Hills</b>		State <b>IL</b>
Mailing Address (if different than Business Address) <b>PO Box 901</b>			City <b>Deerfield</b>	ZIP Code <b>60015</b>	

Organization (check one)

- Sole Proprietor       Wisconsin Corporation – Enter date incorporated: \_\_\_\_\_  
 Partnership           Out-of-State Corporation – Are you registered to do business in Wisconsin?     YES     NO  
 Other (describe) \_\_\_\_\_

- YES     NO    1. Does the applicant understand that they must purchase cigarettes only from distributors or jobbers who hold a permit with the Wisconsin Department of Revenue?  
 YES     NO    2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-261-6435. See application form CTP-129, [revenue.wi.gov/forms/excise/ctp-129.pdf](http://revenue.wi.gov/forms/excise/ctp-129.pdf).)  
 YES     NO    3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?  
 YES     NO    4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (SmokeCheck.org)  
 YES     NO    5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?  
 YES     NO    6. Does the applicant understand that they may not sell single cigarettes?  
 YES     NO    7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?  
 YES     NO    8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at [www.doj.state.wi.us/dls/tobacco-directory](http://www.doj.state.wi.us/dls/tobacco-directory) may be sold in Wisconsin?

Cigarettes / Tobacco will be sold     over counter     through vending machine     both

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 applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another.

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.

SUBSCRIBED AND SWORN TO BEFORE ME

this 30<sup>th</sup> day of May 2018

\_\_\_\_\_  
 (Clerk / Notary Public)  
**OFFICIAL SEAL**  
**ERIC E. LYLES**  
**NOTARY PUBLIC - STATE OF ILLINOIS**  
**My Commission Expires 08/12/2019**

My commission expires \_\_\_\_\_

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

**Amelia Legutki**  
**Assistant Secretary**

**PAID**  
 CK. NO. 30-001688021  
 DATE 6/4/18

**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  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } SHOREWOOD HILLS  
 Village of }  
 City of }

County of DANE Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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 ▶ ULTIMATE MART, LLC  
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ Business Licenses P.O. Box 305103 Nashville, TN 37230-5103  
 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
President/Member	PRES. & SEC., CHRISTINE S. WHEATLEY	225 LAFAYETTE CIRCLE, CINCINNATI, OH 45220	
Vice President/Member	VP & TREA. CARIN L. FIKE	3901 MIAMI RUN CINCINNATI, OH 45227	
Secretary/Member	ASST. SEC. DOROTHY ROBERTS	4640 WHISPERING OAK TRAIL, CINCINNATI, OH 45247	
Treasurer/Member	ASST. TREA. JOSEPH W. BRADLEY	1165 ABBOTT RD., BATAVIA, OH 45103	
Agent	Tyler Peterson	5730 Highland Way, Apt 203, Middleton, WI 53562	

C. 1. Trade Name ▶ PICK 'N SAVE #8180 Business Phone Number 608-231-6935  
 2. Address of Premises ▶ 3650 UNIVERSITY AVE. Post Office & Zip Code ▶ SHOREWOOD HILLS, WI 53705

- 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 retail grocery and liquor store including the six designated parking stalls designated for the merchandise pickup service (as depicted in API Architects partial site plan all date 7.14.2017)
- 5. Legal description (omit if street address is given above): \_\_\_\_\_
- 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. (Individual 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 9th day of May, 2018

Jessica M Ditscheit  
(Clerk/Notary Public)  
 My commission expires 3/12/21



William L. Dowling  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

William L. Dowling  Liability Company /Partner  
VP, Corporate Counsel  Liability Company if Any

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>5-11-18</u>	Date reported to Licensing Board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: \_\_\_\_\_ ending: \_\_\_\_\_  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } Shorewood Hills  
 Village of }  
 City of }

County of DANE Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$ 100
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ 500
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 35.00
<b>TOTAL FEE</b>	<b>\$ 635.00</b>

**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 ▶ SA BAI THONG, LLC  
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ 2840 Univ. Ave Madison, WI 53705  
 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
President/Member	<u>AROM WICHSTCHU</u>	<u>938 Univ. Bay Drive Madison, WI</u>	<u>53705</u>
Vice President/Member	<u>UASPORN WICHSTCHU</u>	<u>938 Univ. Bay Drive Madison WI</u>	<u>53705</u>
Secretary/Member	<u>SANTI PAP MAY</u>	<u>4723 Sheboygan Ave #206 Madison WI</u>	<u>53705</u>
Treasurer/Member	<u>PRAPAPON WANSAWAT</u>	<u>4723 Sheboygan Ave #206 Madison, WI</u>	<u>53705</u>
Agent ▶			
Directors/Managers	<u>SARAN BOONYANUKUL</u>		

C. 1. Trade Name ▶ SA BAI THONG Business Phone Number 608 238 3100

2. Address of Premises ▶ 2840 Univ. Ave. Madison Post Office & Zip Code ▶ 53705

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.) Inside the restaurant

5. Legal description (omit if street address is given above): \_\_\_\_\_

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. (Individual 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 4th day of May, 2018  
 \_\_\_\_\_  
(Clerk/Notary Public)  
 My commission expires 01/30/2021

DAVID SYKES  
NOTARY PUBLIC  
STATE OF WISCONSIN

[Signature]  
(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 <u>5/4/18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# 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  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of SHOREWOOD HILLS  
 City of

County of DANE Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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 BLACKHAWK COUNTRY CLUB, INC

Address of Corporation/Limited Liability Company (if different from licensed premises) 3606 BLACKHAWK DRIVE

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
President/Member	<u>Lee Fenderer</u>	<u>4747 Black Cherry Lane</u>	<u>53562</u>
Vice President/Member	<u>Steve Sosnowski</u>	<u>3934 Trempealeau Trail</u>	<u>53593</u>
Secretary/Member	<u>Ryan Murray</u>	<u>5810 Old Sunk Rd</u>	<u>53705</u>
Treasurer/Member	<u>Steve Sosnowski</u>	<u>3934 Trempealeau Trail</u>	<u>53593</u>
Agent	<u>GANN INGLIS</u>	<u>206 N SEGOE ROAD</u>	<u>MADISON WI 53705</u>
Directors/Managers	<u>TODD WEISENBECK</u>	<u>5572 MOONLIGHT DR</u>	<u>WAUNAKEE WI 53542</u>

C. 1. Trade Name BLACKHAWK COUNTRY CLUB Business Phone Number 608 231 2454  
 2. Address of Premises 3606 BLACKHAWK DRIVE Post Office & Zip Code MADISON WI 53705

- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No
- 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.) CLUBHOUSE & GOLF COURSE
- Legal description (omit if street address is given above): \_\_\_\_\_
- 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
- 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
- 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
- Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
- 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
- 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. (Individual 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 11<sup>th</sup> day of May, 20 18  
 My commission expires 01/30/2021  
(Clerk/Notary Public)

DAVID STOKES  
 NOTARY PUBLIC  
 STATE OF WISCONSIN  
 \_\_\_\_\_  
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 <u>5/11/18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: July 1 2018 ending: June 30 2019  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of Shorewood Hills  
 City of

County of Dane Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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 ▶ Steve's Liquor Store Inc

Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ \_\_\_\_\_

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**

President/Member \_\_\_\_\_  
 Vice President/Member WAYNE Crokus 3128 Hickory Ridge Rd Madison, WI 53719  
 Secretary/Member \_\_\_\_\_  
 Treasurer/Member \_\_\_\_\_  
 Agent ▶ WAYNE Crokus  
 Directors/Managers \_\_\_\_\_

C. 1. Trade Name ▶ Steve's Wine Market Business Phone Number 608-233-6193

2. Address of Premises ▶ 3618 University Ave Post Office & Zip Code ▶ Madison, 53705

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.) 400 Ft<sup>2</sup> Retail Liquor Store

5. Legal description (omit if street address is given above): \_\_\_\_\_

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. (Individual 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 29 day of May, 20 18

[Signature]  
(Clerk/Notary Public)

My commission expires 01/30/2021

DAVID SYKES  
 NOTARY PUBLIC  
 STATE OF WISCONSIN

[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
[Signature]  
(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 <u>5-29-18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No. / FEIN Number: \_\_\_\_\_

LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>500</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>35</u>
<b>TOTAL FEE</b>	\$ <u>635</u>

# 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  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } SHOREWOOD HILLS  
 Village of }  
 City of }

County of DANE Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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 LA BRIOCHE, INC  
 Address of Corporation/Limited Liability Company (if different from licensed premises) \_\_\_\_\_

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

President/Member DAVID HARRY YANKOVICH 726 COPELAND ST MADISON WI 53711  
 Vice President/Member \_\_\_\_\_  
 Secretary/Member DAVID HARRY YANKOVICH 726 COPELAND ST. MADISON, WI 53711  
 Treasurer/Member \_\_\_\_\_  
 Agent ARTHUR SCOT MCKEE 6024 PLEASANT LN. #214 MIDWATON, WI 53562  
 Directors/Managers \_\_\_\_\_

C.1. Trade Name LA BRIOCHE TRUE FOOD Business Phone Number 608-233-3388  
 2. Address of Premises 2862 UNIVERSITY AVE Post Office & Zip Code MADISON WI 53705

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.) 2862 UNIVERSITY AVE DINING AND
5. Legal description (omit if street address is given above): OUTSIDE PATIO ON SOUTH AND WEST SIDES OF BLDG
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. (Individual 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 31 day of May, 2018

My commission expires 01/30/2021

DAVID SYKES  
 NOTARY PUBLIC  
 STATE OF WISCONSIN

(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 <u>5-31-18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2018 ending: 07 01 2019  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } Shorewood Hills  
 Village of }  
 City of }

County of Dane Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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 T&M Ventures Inc. dba ANCORA

Address of Corporation/Limited Liability Company (if different from licensed premises) \_\_\_\_\_

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

President/Member Tori VERDINU (M. i Rae) 143 Kensington Dr Madison 53704

Vice President/Member \_\_\_\_\_

Secretary/Member \_\_\_\_\_

Treasurer/Member \_\_\_\_\_

Agent Tori VERDINU

Directors/Managers Tori

C. 1. Trade Name ANCORA Coffee Business Phone Number \_\_\_\_\_

2. Address of Premises 3318 University Ave Post Office & Zip Code 53705

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.) stored in office / sold at register

5. Legal description (omit if street address is given above): \_\_\_\_\_

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. (Individual 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 5<sup>th</sup> day of June, 20 18

[Signature]  
(Clerk/Notary Public)

My commission expires 01/30/2021

DAVID SYKES  
 NOTARY PUBLIC  
 STATE OF WISCONSIN

[Signature]  
 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 <u>6-5-18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input checked="" type="checkbox"/> Class B liquor	\$ <u>500.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>35.00</u>
<b>TOTAL FEE</b>	\$ <u>635</u>

+30.00 operator

# 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  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of Shorewood Hills  
 City of

County of Dane Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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  
Gibson, Justin M. 9 Millstone Rd. Madison, WI 53717

#### B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company VFMAD, LLC Address of Corporation/Limited Liability Company (if different from licensed premises) \_\_\_\_\_

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  
 President/Member Justin M. Gibson 9 Millstone Rd. Madison, WI 53717  
 Vice President/Member \_\_\_\_\_  
 Secretary/Member \_\_\_\_\_  
 Treasurer/Member \_\_\_\_\_  
 Agent Justin Gibson  
 Directors/Managers \_\_\_\_\_

#### C. 1. Trade Name vomFASS - delectable Business Phone Number 608-204-0300

2. Address of Premises 3248 University Ave Madison, WI Post Office & Zip Code 53705

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.) Back of House, Middle of House, Front of House, Sidewalk in front

5. Legal description (omit if street address is given above): \_\_\_\_\_

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. (Individual 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 1 day of June, 20 18

[Signature]  
 (Clerk/Notary Public)

My commission expires 04/23/2021

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

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

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



### TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>6-1-18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07-1-2018 ending: 06-30-2019  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of Shorewood Hills  
 City of

County of Dane Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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  
Nolan, Monica 900 University Bay Dr. 53705

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company First Unitarian Society of Madison  
 Address of Corporation/Limited Liability Company (if different from licensed premises) \_\_\_\_\_

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
President/Member	<u>Joe Kremer - President</u>	<u>5121 Door Dr. Madison</u>	<u>53705</u>
Vice President/Member			
Secretary/Member	<u>Chip Quade</u>	<u>209 Jackson Madison</u>	<u>53704</u>
Treasurer/Member			
Agent	<u>Monica Nolan</u>		
Directors/Managers			

C. 1. Trade Name First Unitarian Society of Madison Business Phone Number 608-233-9774

2. Address of Premises 900 University Bay Dr Post Office & Zip Code 53705

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.) Meeting area & Commons

5. Legal description (omit if street address is given above): \_\_\_\_\_

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. non profit, we don't file these reports  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. (Individual 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 24<sup>th</sup> day of May, 20 18

[Signature]  
 (Clerk/Notary Public)  
 My commission expires 2/30/2021

DAVID SYKES  
NOTARY PUBLIC  
STATE OF WISCONSIN

[Signature]  
 Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual  
[Signature]  
 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 <u>5-24-18</u>	Date reported to council/board <u>6-18-2018</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's WI Seller's Permit No. / FEIN Number: \_\_\_\_\_

LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$ <u>100</u>
<input type="checkbox"/> Class C wine	\$ <u>100</u>
<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>35</u>
<b>TOTAL FEE</b>	\$ <u>235.00</u>

# 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 2018  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } Shorewood Hills  
 Village of }  
 City of }

County of Dane Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

### Complete A or B. All must complete C.

A. Individual or Partnership: N/A

Full Name(s) (Last, First and Middle Name)	Home Address	Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ Chipotle Mexican Grill of Colorado, LLC  
 Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ 1401 Wynkoop Street #500, Denver, CO 80202

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
LLC Manager	<u>Matthew Steven ELLS</u>	<u>40 Fifth Avenue, New York, NY 10011</u>	
LLC Manager	<u>John Robert Hartung</u>	<u>1821 Auburn Avenue Naperville, IL 60565</u>	
Secretary/Member			
Treasurer/Member			
Agent ▶	<u>Brian J. Bushaw</u>	<u>224 East Circle Street, Appleton, WI 54911</u>	

C. 1. Trade Name ▶ Chipotle Mexican Grill #2204 Business Phone Number (608) 233-4305  
 2. Address of Premises ▶ 4000 University Avenue Post Office & Zip Code ▶ Shorewood Hills, WI 5370

- Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No
- 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.) Sales made at POS counter and beer will be stored behind POS station and
- Legal description (omit if street address is given above): N/A back of the house as needed. Consumption in dining room and patio areas.
- 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 of 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
- 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
- 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
- Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]  Yes  No
- 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
- 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. (Individual 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**  
2nd day of MAY, 20 18  
Emily Pierce  
 (Clerk/Notary Public)  
 My commission expires 7/21/2021

M. Steven ELLS  
 M. Steven ELLS, LLC Manager  
 (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	Date reported to council/board	Date license granted
<u>5-8-18</u>	<u>6-18-2018</u>	
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

EMILY PIERCE  
 Notary Public  
 State of Colorado  
 ID 20174030729  
 Commission Expires 07/21/2021

# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 0.00

Application Date: 06/13/2018

Town  Village  City of SHOREWOOD HILLS

County of DANE

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 07/03/2018 and ending 07/04/2018 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →  Bona fide Club  Church  Lodge/Society  
 Chamber of Commerce or similar Civic or Trade Organization  
 Veteran's Organization  Fair Association

(a) Name SHOREWOOD HILLS EMS & FIRE ASSOCIATION

(b) Address 810 SHOREWOOD BLVD, MADISON, WI 53705  
(Street)  Town  Village  City

(c) Date organized 02/20/2014

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President WILLIAM BYERS

Vice President \_\_\_\_\_

Secretary DAVID SYKES

Treasurer DAVID LOGAN

(g) Name and address of manager or person in charge of affair: GARY JOHNSON  
3010 HARVARD DRIVE, MADISON, WI 53705

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 1008 SHOREWOOD BLVD

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? PART OF BUILDING

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: SALES WILL OCCUR IN THE APPARATUS GARAGE. PATRONS WILL USE THE TARMAC OUTSIDE THE GARAGE AND FIRST FLOOR HALWAY TO THE BATHROOM.

## 3. Name of Event

(a) List name of the event INDEPENDENCE DAY DANCE AND JULY FOURTH CELEBRATION

(b) Dates of event TUESDAY, JULY 3, 2018 AND WEDNESDAY, JULY 4, 2018

## DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

SHOREWOOD HILLS EMS & FIRE ASSOC  
(Name of Organization)

Officer  6/13/18  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Officer \_\_\_\_\_  
(Signature/date)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

ORDINANCE NO. L-2018-1

VILLAGE OF SHOREWOOD HILLS  
DANE COUNTY, WISCONSIN

AN ORDINANCE CREATING SECTION 5.07 (1)  
OF THE VILLAGE CODE OF ORDINANCES  
RELATING TO ABANDONED OR UNCLAIMED PROPERTY IN THE  
POSSESSION OF THE POLICE DEPARTMENT

**RECITALS**

The Village Board of the Village of Shorewood Hills, Dane County, Wisconsin adopts the following ordinance:

*Section 1.* Section 5.07 (1) of the Village Code is created as follows:

**5.07 Abandoned or Unclaimed Property**

(1) Except as otherwise provided by law, personal property in the possession of the Police Department which has been abandoned or remained unclaimed for a period of 30 days after the taking of possession of the property by the Police Department as specified in Wi. ss 66.0139 (2) may be disposed of by donation to any charity or philanthropic organization by any means determined by the Chief of Police in his or her discretion, if he or she determines that the donation is in the best interest of the Village.

*Section 2.* This Ordinance shall take effect upon passage and publication pursuant to law.

*The above and foregoing resolution was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on \_\_\_\_\_, 20\_\_\_\_, by a vote of \_\_\_\_\_ in favor, \_\_\_\_\_ opposed, and \_\_\_\_\_ not voting.*

APPROVED:

\_\_\_\_\_  
David J. Benforado, Village President

ATTEST:

\_\_\_\_\_  
Karla Endres, Village Clerk

ORDINANCE NO. L-2018-2

VILLAGE OF SHOREWOOD HILLS  
DANE COUNTY, WISCONSIN

AN ORDINANCE AMENDING SECTIONS 10-1-100 and 10-1-140  
OF THE VILLAGE CODE OF ORDINANCES  
RELATING TO LOT COVERAGE

**RECITALS**

The Village Board of the Village of Shorewood Hills, Dane County, Wisconsin adopts the following ordinance:

1. Section 10-1-100(g)(7) of the Village Code is amended as follows (added text is red and underlined, deleted text is red and stricken out):

(7) Deck. Unenclosed decks less than three feet above natural grade may be considered an accessory ~~uses~~ structure. Decks that are attached to or accessible from the ~~main~~ principal structure and are three or more feet above grade at any point under the deck shall be considered part of the ~~main~~ principal structure and subject to all relevant setbacks for that structure. Retaining walls or other landscape features that are used to artificially increase the ground level shall not be considered in the deck height calculation.

2. Section 10-1-140 of the Village Code is amended as follows:

- Reformat numbering of items 10-1-140~~(b)~~ through 10-1-140~~(ap)~~ to 10-1-140(a)(1) through 10-1-140(a)(41).
- 10-1-140(67) Lot Coverage. The area of a lot occupied by the principal building and accessory building structures, not including driveways, driveway aprons, or primary entrance, patios and approach sidewalks.

3. This Ordinance shall take effect upon passage and publication pursuant to law.

*The above and foregoing resolution was duly adopted by the Village Board of the Village of Shorewood Hills at its meeting held on \_\_\_\_\_, 20\_\_.*

APPROVED:

\_\_\_\_\_  
David J. Benforado, Village President

ATTEST:

\_\_\_\_\_  
Karla Endres, Village Clerk



## MEMORANDUM

To: Shorewood Hills Plan Commission  
Karl Frantz, Village of Shorewood Hills, WI

From: Daniel J. Lindstrom, AICP

Subject: Shorewood Hills Lot Coverage

Date: January 2, 2018

This memo is intended to clarify the use of the terms "structure" and "building" in the Shorewood Hills Zoning Code with respect to the regulation of decks and patios under the lot coverage standards. I have reviewed the relevant sections of the Zoning Code and concluded the following:

The portion of the Code's Intents and Purposes section that addresses the regulation of lot coverage with the term "lot coverage."

- Section 10-1-4(d) states the purpose of the Zoning Code is to: *"Regulate lot coverage, the intensity of use of lot areas and the size and location of all structures so as to prevent overcrowding and to provide adequate sunlight, air, sanitation, and drainage;"*

We emphasize the term "structure." That raises the question: What is a principal or accessory structure?

- The Code defines "structure" under Section 10-1-140(93) as: *"Anything constructed or erected, the use of which requires a permanent location on the ground or attached to something having a permanent location on the ground."*

The Code classifies a deck as an accessory structure under Table 10-1-100(f). The Code also stipulates the following three pertinent details:

- Unenclosed decks less than 3 feet above natural grade may be considered an accessory use.
- Decks that are attached to or accessible from the main structure and are 3 or more feet above grade at any point under the deck shall be considered part of the main structure and subject to all relevant setbacks for that structure.
- Retaining walls or other landscape features that are used to artificially increase the ground level shall not be considered in the deck height calculation.

At this point, one could conclude the following:

- Patios are permanent structures because they are attached to the ground.

- Decks less than 3 feet are an accessory *use* (not a structure) and therefore and should not be counted toward lot coverage.
- Decks attached to the main structure *and* are greater than 3 feet above grade shall be considered part of the main structure and should be counted toward lot coverage.

I believe there was an error when drafting the Code: decks less than 3 feet were supposed to be classified as an accessory structure and not an accessory use. Therefore, decks less than 3 feet would have been an accessory structure and decks greater than 3 feet would have been part of the main structure. Both would be subject to the provision addressing lot coverage under Section 10-1-4(d).

The emphasis now is on the term "lot coverage."

- The Code defines "lot coverage" under Section 10-1-140(67) as: *"The area of a lot occupied by the principal building and accessory building."*

Notice the Code now uses the term "building."

- The Code defines "building" under Section 10-1-140(m) as: *"Any structure having a roof supported by columns or walls used or intended to be used for the shelter or enclosure of persons, animals, equipment, machinery or materials. When a building is divided into separate parts by unpierced walls extending from the ground up, each part shall be deemed a separate building."*

Using this definition, decks and patios are not classified as a building because they do not have roofs.

So to summarize, the Intents and Purposes section of the Code seems to imply that decks and patios are considered as structures and therefore count toward the Village's lot coverage standards. However, the Definitions section of the Code states that "lot coverage" applies to buildings only. I have two recommendations to remedy the issue:

1. The Village should revise the definition of "lot coverage" to read: *"principal structure and accessory structure"* and not use of the term "building," and
2. The Village should reclassify a deck less than 3 feet to be an accessory "structure" (not an accessory "use").

Finally, if driveways and entrance sidewalks are not counted toward the lot coverage standards then that exemption should be clearly stated in the Code. I would recommend revising the definition of lot coverage to read – *"The area of a lot occupied by the principal structure and accessory structure, not including driveway, driveway aprons, or primary entrance and approach sidewalks."*

**RESOLUTION NO. R-2018-6**

**VILLAGE OF SHOREWOOD HILLS  
APPROVING 2017 COMPLIANCE MAINTENANCE ANNUAL REPORT**

**BE IT RESOLVED**, that the Village of Shorewood Hills Board, hereby approves the 2017 Compliance Maintenance Annual Report.

**ADOPTED** by the Village of Shorewood Hills Board at a duly scheduled meeting on June 18, 2018.

---

Dave Benforado, Village President

---

Karla Endres, Village Clerk

# Compliance Maintenance Annual Report

Shorewood Hills Village

Last Updated: Reporting For:  
6/11/2018 2017

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Karla Endres"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="6082672680"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="kendres@shorewood-hills.org"/></p>	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2017"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	0
<p><b>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</b></p>	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 150px;" type="text"/></p> <p><input type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input checked="" type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; padding: 5px; min-height: 60px;"> <p>The Village of Shorewood Hills does not own a wastewater treatment plant. It is a member of the Madison Metropolitan Sewage District (MMSD) which handles its wastewater at Nine Springs. The Village's system consists solely of conveyance lines to the MMSD treatment facility.</p> </div>	
<p>3.2 Equipment Replacement Fund Activity</p> <p>3.2.1 Ending Balance Reported on Last Year's CMAR \$ <input style="width: 150px;" type="text" value="0.00"/></p> <p>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) \$ <input style="width: 150px;" type="text" value="0.00"/></p> <p>3.2.3 Adjusted January 1st Beginning Balance \$ <input style="width: 150px;" type="text" value="0.00"/></p> <p>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</p>	

# Compliance Maintenance Annual Report

Shorewood Hills Village

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<p>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</p> <p>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</p> <p>All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.</p> <p>3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>Per #3.1 above, Shorewood Hills does not have a sewage treatment facility and therefore does not need a replacement fund.</p> </div> <p>3.3 What amount should be in your Replacement Fund?</p> <p>Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.</p> <p>3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If No, please explain.</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>Not applicable, per #3.1</p> </div>	<p>+</p> <p>-</p> <p>0</p>	<p>\$ 0.00</p> <p>\$ 0.00</p> <p>\$ 0.00</p> <p>\$ 0.00</p>								
<p>4. Future Planning</p> <p>4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?</p> <p><input checked="" type="radio"/> Yes - If Yes, please provide major project information, if not already listed below.</p> <p><input type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 10%;">Project #</th> <th style="width: 60%;">Project Description</th> <th style="width: 15%;">Estimated Cost</th> <th style="width: 15%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Shorewood Hills anticipates repairs to the sewer mains on the west side of the Village as needed over the next 10 years.</td> <td style="text-align: center;">150000</td> <td style="text-align: center;">2020</td> </tr> </tbody> </table>			Project #	Project Description	Estimated Cost	Approximate Construction Year	1	Shorewood Hills anticipates repairs to the sewer mains on the west side of the Village as needed over the next 10 years.	150000	2020
Project #	Project Description	Estimated Cost	Approximate Construction Year							
1	Shorewood Hills anticipates repairs to the sewer mains on the west side of the Village as needed over the next 10 years.	150000	2020							
<p>5. Financial Management General Comments</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>										
<p><b>ENERGY EFFICIENCY AND USE</b></p>										
<p>6. Collection System</p> <p>6.1 Energy Usage</p> <p>6.1.1 Enter the monthly energy usage from the different energy sources:</p> <p>COLLECTION SYSTEM PUMPAGE: Total Power Consumed</p> <p>Number of Municipally Owned Pump/Lift Stations: <input style="width: 50px; text-align: center;" type="text" value="1"/></p>										

# Compliance Maintenance Annual Report

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	1,601	
February	1,311	
March	969	
April	635	
May	373	
June	429	
July	475	
August	378	
September	374	
October	327	
November	359	
December	609	
Total	7,840	0
Average	653	0

## 6.1.2 Comments:

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

## 6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

By Whom:

Describe and Comment:

# Compliance Maintenance Annual Report

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## 6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

No plans for the near future.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Shorewood Hills Village

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## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map
- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

# Compliance Maintenance Annual Report

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A description of routine operation and maintenance activities (see question 2 below)  
 Capacity assessment program  
 Basement back assessment and correction  
 Regular O&M training  
 Design and Performance Provisions [NR 210.23 (4) (e)]  
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?  
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements  
 Construction, Inspection, and Testing  
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]  
 Does your emergency response capability include:  
 Responsible personnel communication procedures  
 Response order, timing and clean-up  
 Public notification protocols  
 Training  
 Emergency operation protocols and implementation procedures  
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]  
 Special Studies Last Year (check only those that apply):  
 Infiltration/Inflow (I/I) Analysis  
 Sewer System Evaluation Survey (SSES)  
 Sewer Evaluation and Capacity Management Plan (SECAP)  
 Lift Station Evaluation Report  
 Others:

0

## 2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="29"/>	% of system/year
Root removal	<input type="text" value="20"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="10"/>	% of system/year
Manhole inspections	<input type="text" value="20"/>	% of system/year
Lift station O&M	<input type="text" value="0"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="3"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="0"/>	% of private services

# Compliance Maintenance Annual Report

Shorewood Hills Village

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River or water crossings  % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

### 3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

39.5	Total actual amount of precipitation last year in inches
36.5	Annual average precipitation (for your location)
9	Miles of sanitary sewer
1	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
	Peaking factor ratio (Peak Monthly: Annual Daily Avg)
	Peaking factor ratio (Peak Hourly: Annual Daily Avg)

### 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume (MG)
None reported			

\*\* If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

### 5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

- Yes
- No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

- Yes
- No

If Yes, please describe:

# Compliance Maintenance Annual Report

Shorewood Hills Village

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<div data-bbox="133 205 1463 260" style="border: 1px solid black; height: 26px;"></div>
5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: <div data-bbox="126 302 1463 352" style="border: 1px solid black; padding: 2px;">no changes from previous years.</div>
5.4 What is being done to address infiltration/inflow in your collection system? <div data-bbox="126 401 1463 451" style="border: 1px solid black; padding: 2px;">Sealing manhole lids.</div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

# Compliance Maintenance Annual Report

Shorewood Hills Village

Last Updated: Reporting For:  
6/11/2018 2017

## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

### Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

# Compliance Maintenance Annual Report

Shorewood Hills Village

Last Updated: Reporting For:  
6/11/2018 2017

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

VILLAGE OF SHOREWOOD HILLS

Date of Resolution or  
Action Taken:

2018-06-18

Resolution Number:

R-2018-6

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR  
SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL  
GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

***Resolution R-2018-7***

**Village of Shorewood Hills Board of Trustees  
Honoring the 100<sup>th</sup> Birthday of Dr. Fannie Ella Frazier Hicklin**

**WHEREAS**, Dr. Fannie Ella Frazier Hicklin was born on July 21, 1918, in Talladega, Alabama, to Demus and Willie C. Frazier;

**WHEREAS**, in 1935, Dr. Hicklin graduated as valedictorian of the Talladega College High School;

**WHEREAS**, Dr. Hicklin later graduated from Talladega College with a B.A. in Foreign Languages (French, German and Spanish);

**WHEREAS**, Dr. Hicklin later received an M.A. in Speech and Theater from the University of Michigan-Ann Arbor, and then a PhD in Speech and Theater from the University of Wisconsin-Madison;

**WHEREAS**, in 1964 Dr. Hicklin joined the faculty at the University of Wisconsin-Whitewater, the first and only African-American faculty member there for five years, serving on the faculty there until her retirement in 1988. In the Department of Theater, in addition to teaching a variety of theater courses, she served as chair of the Theater Department, the first Associate Dean of Facilities at UW-Whitewater, and directed more than 50 plays on campus and in other venues in Wisconsin and Illinois;

**WHEREAS**, Dr. Hicklin has been recognized with numerous awards and honors over the last many decades, including the W.P. Roseman Excellence in Teaching Award, (UW-Whitewater's highest teaching award), the Wisconsin Theater Association Life of Meritorious Service and Outstanding Contributions to Theater in Wisconsin Award, the YWCA Woman of Distinction Award, and Exchange Director for International Friendship Force trips to Vietnam and Romania; and

**WHEREAS**, Dr. Hicklin has lived in the same house in the Village of Shorewood since 1967 (commuting daily to UW-Whitewater, 80 miles round trip, until her retirement in 1988), and has consistently maintained a beautiful home and yard that sets the gold standard in the neighborhood for landscaping aesthetics;

**NOW THEREFORE BE IT RESOLVED** that the Shorewood Hills Board of Trustees does hereby recognize July 21, 2018, as "Dr. Fannie Ella Frazier Hicklin Day" in the Village of Shorewood Hills and wishes Dr. Hicklin a very Happy 100<sup>th</sup> Birthday!

APPROVED: \_\_\_\_\_  
David Benforado, President

Attest: \_\_\_\_\_  
Karla Endres, Village Clerk



John Mitmoen <jmitmoen@shorewood-hills.org>

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## Road treatment

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John Mitmoen <jmitmoen@shorewood-hills.org>

Wed, Jun 6, 2018 at 1:47 PM

Draft To: Karl Frantz <kfrantz@shorewood-hills.org>

Karl, Brian, and I meet and discussed road treatments

We would recommend using the boiler slag treatment from Scott Construction to be applied after the 4th of July, and before the 15th of Aug. for a cost of \$24,936.00. The streets included are Shorewood Blvd, Bowdoin Rd, Lake Mendota Dr (Wood Ln east), Lake Mendota Dr (3620 -3700 on the west end).

We would also recommend 7 Hills Striping for the painted lines in these areas. at a cost of \$4889.00

Additional painting for Rose Place and Locust Dr to Shorewood Blvd. Can be done before other painting and done early morning to avoid traffic. at a cost of \$5085.00

--

Thank you, John

John Mitmoen, Public Works Chief  
Village of Shorewood Hills  
810 Shorewood Blvd.  
Madison, WI 53705  
608.209.5024 cell  
608.267.2680 office



*Better Advice. Better Choices.*

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***Proudly Representing the League of Wisconsin Municipalities Mutual Insurance Company***

**Date 06-11-18**

Village of Shorewood Hills  
810 Shorewood Blvd  
Shorewood Hills, WI 53705

Attention: David Benforado, Karl Franz, David Sykes  
Re: LWMMI Dividends for 2017

The enclosed check is a testament to the success LWMMI has enjoyed over going on eighteen years of operations. The \$14,098 equals 33% of your 2017 Work Comp premium. Shorewood Hills has been a valued partner in the program's success. The support of our participating Cities and Villages is not something we take lightly which makes it especially gratifying to be able to bring dividends to you. Congratulations and thank you!

Sincerely Yours,

A handwritten signature in black ink that reads 'Michael Zagrodnik'.

Michael Zagrodnik, CPCU

**DIRECTORS**

**David Benforado**  
Village President  
Village of Shorewood Hills

**David De Angelis**  
Village Manager  
Village of Elm Grove

**Joseph Laux**  
Administrator  
City of Eagle River

**Kathleen Morse**  
Clerk/Treasurer  
City of Rice Lake

**Mark Rohloff**  
City Manager  
City of Oshkosh

**Zachary Vruwink**  
Mayor  
City of Wisconsin Rapids

**Jerry Deschane**  
Executive Director  
League of Wisconsin  
Municipalities

**OFFICER**

**Dennis Tweedale**  
Chief Executive Officer  
League of Wisconsin  
Municipalities Mutual  
Insurance

Village of Shorewood Hills

Karla Endres, David Sykes, Karl Frantz, David Benforado

## 2017 Dividend

For the 11th time in 12 years, the Board of Directors has declared a Dividend. Our 413 policyholders in 2017 will share \$3,500,000, an increase of 60% compared to last year.

Half of the Dividend (\$1,750,000) is based on member pro rata premiums earned from January 1, 2013 through December 31, 2017. The remaining \$1,750,000 is based on member experience for the same period of time.

Your 2017 Dividend payment is \$14098.00. Including this 2017 Dividend, over the past 12 years, LWMMI has returned \$66385.00 to you.

League of Wisconsin Municipalities Mutual Insurance is able to pay Dividends because claims experience was better than expected by the actuaries and investment returns averaged 2.6%. Even after paying \$3,500,000 to members, our policyholder surplus remains in excess of \$39,000,000. Your Insurance Program is in great financial shape.

Last year, many of you took advantage of the one-time 2% Safety Grant. This year LWMMI will sponsor several regional training seminars on trucking, confined space and lock out / tag out programs. Watch for details.

Protecting our employees and citizens is still a high priority even when money is tight. Please consider using a portion of the Dividend check to fund Safety Programs.

Thank you for your participation.

Sincerely,



David De Angelis  
President  
June 2018

CC: Mike Zagrodnik, Baer Insurance Services, LLC

**LWMMI**

*League of Wisconsin Municipalities Mutual Insurance*

402 Gammon Place  
Suite 225  
Madison, Wisconsin 53719

p 608.833.9595  
f 608.833.8088

dennis@lwmmi.org  
www.lwmmi.org

**Village of Shorewood Hills**  
**Personnel Committee**  
Meeting Minutes  
Wednesday May 9, 2018 7:30 a.m.

**1. Call to Order** Chairperson John Imes called the meeting to order at 7:34 a.m. Present, in addition to Mr. Imes, were Committee member Mary Gulbrandsen, Paula Hogan and Erica Moeser. David Vitse was excused. Village Administrator Karl Frantz, Police Chief Aaron Chapin, Public Works Crew Chief John Mitmoen, Pool Manager Erik Johnson and Village Clerk Karla Endres were also in attendance

**a. Note compliance with open meeting law** Mr. Frantz confirmed the meeting had been properly posted and noticed.

**2. Approve previous meeting minutes**

Ms. Moeser moved and Ms. Hogan seconded approval of the February 15, 2018 minutes.  
Motion passed 4-0.

**5. Consider recommendation on seasonal hires and wage rates for Pool**

Eric Johnson (EJ) briefly summarized the interview process and that there were a majority of returning employees from last year. The assistant manager wages were increased to \$13.00 per hour instead of \$12.00. Next year the guard wages will be reviewed for increases since the concession staff is close in wage to the guard wages.

Ms. Gulbrandsen inquired if the staff was trained on sexual harassment.

EJ stated the staff are trained on the first night of training for sexual harassment. That is the first part of the training and then it moves on to practical job duties training.

Ms. Moeser moved and Ms. Gulbrandsen seconded a motion recommending approval of the pool wage rates and seasonal hires to the Board of Trustees.

Motion passed 4-0.

**3. Consider recommendation on seasonal hires and wage rates for Forestry and Public Works**

Mr. Frantz explained that Carter Thomas has been a great asset to the Forestry department throughout the school year and will be continuing employment with the village through the summer.

Ms. Moeser moved and Ms. Gulbrandsen seconded approval of the Forestry seasonal hires to the Board of Trustees.  
Motion passed 4-0.

Karl explained that the Village Staff would work to improve their sexual harassment and discrimination training. John Mitmoen briefly explained his memo and that he would like approval to hire Tucker Sandborn-Faris, Stephanie Hanke and Jackie Anderson.

Ms. Moeser moved and Ms. Gulbrandsen seconded a motion recommending approval of the Public Works seasonal hires to the Board of Trustees.

Motion passed 4-0.

**4. Consider recommendation on seasonal hires and wage rates for Four Corners and Land Recreation**

Ms. Moeser would like to see the co-directors at \$13.00 per hour instead of \$12.50 per hour to bring them in line with the Public Works and Forestry summer help.

Ms. Moeser moved and Ms. Gulbrandsen seconded recommendation of the seasonal hires for both Land Recreation and Four Corners with the wage increase for directors and co-directors to be at \$13.00 per hour.

Motion passed 4-0.

**6. Consider wage adjustment for Officer John Pierce**

Chief Chapin gave a brief background on John Pierce's probationary period that was successfully completed this past March. He explained that John is a fantastic employee and has been willing to help out where needed. There was an agreement with the previous chief that with John's hire, upon successful completion of probation, he would be eligible for a step increase.

Ms. Moeser moved and Ms. Gulbrandsen seconded a motion recommending approval of the step increase for John Pierce based on his completion of probation.

Motion passed 4-0.

**7. Consider temporary extension of full time benefits to Police Officer Dodsworth for covering vacancy while Police Officer Dostalek is on alternative duty and or leave**

Chief Chapin gave a brief background on the current staffing situation with Officer Dostalek's leave and that there will be a need to fill her position temporarily.

The committee tabled this agenda item until later in the meeting.

**8. Police Chief report on staffing, reorganization and recruitment for eligibility list Sargent, Police officer and any recommendations**

Chief Chapin is working on professional development within the department. He has sent officers to supervisor training to provide personal development for current employees. He stated that the Chief, Lieutenant and Detective have been working at night with the officers to give them feedback on supervisory roles. He then stated he would like to take the investigator role out of the Sargent position and make it an assignment instead of a position. He would reassign the sergeant position to go to the night shift or some alternative so they would have supervisor roles with both the B and C night shifts. There would also be a possibility for them to work a power shift to cover parts of both B and C shifts.

There was a discussion on adding an officer and the workload for officers on duty at the same time. Chief Chapin explained his eligibility list process for the sergeant and officer position.

No action was taken on this item.

The Committee returned to agenda item 7.

Ms. Moeser moved and Ms. Hogan seconded a motion recommending temporary extension of full time benefits to Officer Dodsworth while Officer Dostalek is on alternative duty.

Motion passed 4-0.

**9. Update on status of police contract negotiations**

Chief Chapin gave a brief update on the status of the bargaining unit. They are still waiting for a contract to review. He said in the future he would like to see the Sargent removed from the bargaining unit because of their supervisory roles with the officers who are in the bargaining unit.

Mr. Frantz would like to see the personnel policy manual inserted in the negotiated contract so that there are not many differences between employee's benefits outside the bargaining unit to those who are in the bargaining unit.

**10. Adjourn**

Meeting adjourned at 8:50 a.m.

Respectfully submitted,

Karla Endres  
Village Clerk

**DRAFT MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS  
PLAN COMMISSION**

The Tuesday, May 15, 2018 meeting of the Plan Commission was called to order at 7:00 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Karl Wellensiek, Earl Munson, Deb Remington and Jim Etmanczyk. Brauna Hartzell and John Imes were excused. Also present was Karl Frantz, Village Administrator and David Sykes, Administrative Services Manager/Deputy Clerk. Five visitors were in the audience.

Mr. Frantz confirmed the meeting had been properly posted and noticed.

**Public hearing on conditional use permit application for a stairwell tram at 3696 Lake Mendota Drive**

Mr. Benforado called the public hearing to order at 7:01 pm. Mr. Frantz explained that all projects proposed for property on the lake side of Lake Mendota Drive require conditional use permit approval. Property owner Mark Turner explained that he currently has 61 steps down from his yard to the dock on the lake. He, his family and friends are getting older and would like to continue to have easy access to the lake. His project would replace 35-37 steps between existing landings with a tram. Mr. Turner indicated two other trams have been installed on Lake Mendota (outside the Village) and that the tram would be subject to annual inspections similar to how elevators are inspected.

Mr. Munson asked how long Mr. Turner has lived in the Village. Mr. Turner replied they have owned the home for 2½ years and moved into the house in June 2017.

Mr. Etmanczyk asked if the tram could be used in the winter. Mr. Turner replied he has no plans to do so.

Mr. Frantz mentioned the tram is sized for four passengers and some items like a cooler or storage tote.

Mr. Munson asked about how the tram is installed. Mr. Turner said the installation uses supports driven into the bedrock. Tracks are connected to the supports.

Ms. Remington asked if neighbors would be able to see the tram when installed. Mr. Turner said they only have neighbors on one side; they may be able to see it when it is parked at the top of the bluff. They have been out of town for the past 3-4 months. He just texted them and expects to hear back soon.

Mr. Munson said he is concerned that this may be the beginning of numerous requests for similar accommodations on the lake. Even though each case is considered on its own merits, there may be no end to the requests, each may ask for a little more than the previous request. Mr. Turner said he would have asked for more if the topography of the shoreline allowed.

Mr. Etmanczyk asked if the tram made a lot of noise. Mr. Turner said no, it is electric powered.

Ms. Remington asked if the tram would reside at the top of the track most of the time. Mr. Turner said yes.

Mr. Benforado closed the public hearing at 7:13 pm.

**Action on conditional use permit at 3696 Lake Mendota Drive**

Mr. Etmanczyk moved and Mr. Wellensiek seconded a motion to review and approve the draft findings for the conditional use permit.

Ms. Remington asked Mr. Munson to speak more to his concerns regarding the project, as a Lake Mendota Drive resident. Mr. Munson explained if more people want trams, it might seem like a carnival in the back yards along the lakeshore. They may be warranted given individual medical conditions but the tram concerns him. What is the next request going to be? There is no end to the imagination of people living on the lake to make access more convenient for themselves.

Increasing the civilization (i.e. use) of the lake could increase pollution.

Mr. Benforado supports this tram project. The Commission should be mindful of Mr. Munson's concerns but in this instance, it allows the owner to better enjoy the property on the lake.

Mr. Benforado reviewed the draft findings with the Commission. He pointed out to the property owner that the Village has a noise ordinance regulating construction noise and that contractors should discuss a parking plan with Village staff prior to beginning work.

Mr. Munson pointed out that the finding regarding the neighbor's views of the lake cannot be determined until the neighbor has been contacted.

Ms. Remington asked how big the top and bottom platforms would be. There is no increase to the size of the existing platforms.

Mr. Frantz mentioned that when he reviewed the plan the tram had the same profile as the existing stairway.

Mr. Wellensiek and Mr. Munson want to hear what the neighbor says before Commission approval.

Ms. Remington pointed out that Blackhawk Country Club is also an across the street neighbor. She asked if there could be any reason why they Club would object. Mr. Turner thought the only view would be obstructed from the 16th hole.

Mr. Benforado said he is prepared hold the project up at the Board meeting, if Mr. Turner had not heard back from the neighbors before the meeting (provided the project were approved by the Plan Commission).

The Commission approved the conditional use permit for installation of a tram at 3696 Lake Mendota Drive on a vote of 4-1-0 (Mr. Munson voting no).

### **Review and possible action on signage requests for UW Hospitals**

Mr. Frantz indicated the Village's sign code did not have a good way to address the signage request proposed by UW Hospital. Staff was having a difficult time dealing it. Initial thoughts were that it might need a new conditional use permit or variance. Prior to the meeting Mr. Benforado suggested the Commission could be considered this a minor amendment to the Children's Hospital project. The proposed signage reduces the number of signs by one, the updated design will be more attractive and a better directional instrument for visitors.

Amy La Mere-Stoops, Project Manager for UW Hospital, along with Clark Brenner, Construction Services Manager and Dan Yoder, President of Sign Art Studio who designed the signage for UW Hospital. She reviewed the plan and project details: Removing sign and utilities for sign #1 in the plan (on University Bay Drive opposite the First Unitarian Society) and replace the sod in the area. The other four signs proposed would replace the existing signs with new, clear and concise signs. They would reduce obstructions in front of the signs and include Spanish. The Emergency Room signage would be significantly updated and raised to eliminate obstructions.

Mr. Etmanczyk asked if any of the signs are bigger. Ms. La Mere-Stoops indicated sign #3 (the Children's Hospital signs) would be nominally bigger. It is shorter but wider and has about the same square footage as the existing sign. Sign #4 (on Highland Avenue in the median near the

ER entrance) and Sign #5 (on Highland Avenue in the median at the bottom of the hill) are much smaller than the existing signs. Sign #2 (on Highland Ave in the median at the top of the hill) has a significant layout change and has less square footage than the existing sign.

Ms. Remington asked about sign #2 (on Highland Ave in the median at the top of the hill). Often in the winter, it is covered by snow from the plow. Ms. La Mere-Stoops was unaware of the snow cover issue, but it is being placed higher to prevent blocked view as pedestrians pass in front of the sign.

Mr. Benforado mentioned that removal of sign #1 (on University Bay Drive opposite the First Unitarian Society) might facilitate the installation of a sidewalk on the east side of University Bay Drive from University Avenue to Highland Avenue.

Mr. Wellensiek moved and Mr. Munson seconded a motion to approve the signage request as a minor amendment to the existing conditional use permit for the UW Children's Hospital.

Approved: Vote 5-0-0.

### **Set public hearing date for text changes to Village zoning code**

By consensus, the Commission set the public hearing date for its next meeting, June 12, 2018.

### **Approve previous meeting minutes**

Mr. Benforado pointed out the discussion at the February meeting regarding the State legislation curtailing municipal conditional use authority. The Board discussed the issue but did not see it pressing in the immediate term. Within the next 6-12 months, the Board will ask Village attorney Matt Dregne to discuss with them the legislation and the Village's options.

Mr. Wellensiek moved and Mr. Munson seconded a motion to approve the previous meeting minutes.

Approved: Vote: 5-0

Ms. Remington mentioned that the State requires each municipality to have a historic preservation ordinance. She will discuss the requirement with Mr. Frantz.

### **Adjourn**

The meeting was adjourned at 7:54 pm.

Respectfully submitted,

David Sykes  
Administrative Services Manager/Deputy Clerk

## **Public Works Committee Minutes May 14, 2018**

**Call to Order:** The meeting was called to order at 7:00 p.m. by Chairperson Lederer

**Roll Call:** On call of the roll members present were Chair Mark Lederer, Tracy Bailey, Yang Tao, Rick Chappell, and Chris Petykowski, Tu Le arrived later. Yang Tao was excused. Others present included, Village Engineer Brian Berquist, Crew Chief John Mitmoen, and Village Administrator Karl Frantz.

**Note compliance with open meeting law:** Compliance with the open meeting law was noted.

**Consider approval of previous meeting minutes** –On motion made By Chris Petykowski and seconded by Mark Lederer the April 2014 minutes were approved 4-0-1.

**Update on 2018/19 projects** – An update on the water loss issue was provided. In March of 2017, the Village noticed a large spike in water purchased on our water bills. The Village quickly contacted Madison Utility administrative, accounting and metering staff about our billing concerns and continued to do so intermittently throughout 2017, as our consumption and bills remained extremely high. During that time, we were not able to obtain answers to questions about bills, credits, meters and water purchased, although City staff was periodically attempting to deal with it. We were also unable to access real time monitoring of the entire metering system, affecting the Village’s ability to detect possible problems. In order for the Village to self-monitor, it is necessary to read the four incoming metering locations as well as measure outflow from the Haight Street meter, the meter for the Cove condominiums and a meter for the University community gardens. This is all vital data because well over half the water coming into the Village system is wheeled out on a daily basis, although the Village has never pursued a wheeling charge.

The Village initially believed it was likely problems with City meters, reads, credits and corresponding billing because we had faced that problem in February of 2015 and at that time received a credit of \$35,687.95 due to discrepancies in the billing, credit formulas and allocations. At that time, we also leak detected the entire system and found a few immaterial leaks that were repaired.

Finally, in April of 2018, after several more phone calls as well personal contacts with city utility metering staff, the Village was provided the information and passwords necessary to be able to virtually read all of the meters, allowing us to monitor the entire system, in terms of inflow and outflow. After analyzing the complete data set, and in consultation with city utility field staff, we initiated major leak detection. The Village identified five leaks, two of which were material. None of the leaks came to the surface but rather the water was leaking downward through rock back into the aquifer. After the two material leaks were repaired, our net usage reduced from 387,000 gallons per day to an average of 115,000. Erring on the conservative side, we used an average of 148,000 gallons per day to establish the amount of a refund request to the utility. Once we were able to identify the problem, we had all leaks repaired within two weeks.

**Consider recommendation on street maintenance projects on Shorewood Boulevard, Lake Mendota Drive, Edgell Drive and Highbury including options such as patching micro paving, milling, overlay, sealcoating, curb and gutter** – The crew chief provided varying options and pricing for sealcoating, striping and patching of various streets mentioned in the header. Chip seal, boiler slag and slurry seal as well as a micro seal option for rough spots on the east and west edges of LMD were discussed. The edges of Highbury also were discussed and options for needed repairs reviewed. There was also discussion involving chip seal and problems the Village experienced when it was used on Blackhawk and Sunset. The product at the

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time may have been defective as there were problems with the chips sticking and some residents not liking the color. Due to the complexity and varying options presented verbally, the Committee asked staff to sort out the options and develop a recommended course of action for the next meeting.

**Discussion and possible recommendation on Village traffic calming policies and potential survey** – The Committee reviewed a survey titled “Walk-Friendly Community Assessment for Teens. How Walkable is your Community” developed by the National Highway Traffic Safety Administration to use as a potential guide in putting together a survey for Village residents to complete. The survey could help with awareness and concerns as well as help identify good and bad areas of the Village in term of walkability for the committee to address. Cara offered to help work on a draft survey and the Village Administrator offered his assistance.

**Determine locations for traffic counts on Topping and Blackhawk** – The Committee determined locations and added the pool loop (Swarthmore Columbia) into the mix.

The next meeting will be on June 11 and traffic data from the County should be ready for review at that meeting.

The meeting was adjourned at about 9:00 p.m.

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Monthly Incident Summary Report  
 5/1/2018 Through 5/31/2018



Incident Type	Total
911 Call Question	1
911 Call Silent	4
911 Call Unintentional	2
911 Disconnect	2
911 Misdial Call	1
Accident Hit and Run	5
Accident Private Property	3
Accident Property Damage	6
Accident w/Injuries	3
Alarm	10
Animal Complaint/Disturbance	1
Animal Found	1
Animal Stray	5
Assist Citizen	44
Assist Citizen Lake	1
Assist Court	1
Assist EMS/Fire	6
Assist K9	1
Assist Police	19
ATL Person	1
Burglary Residential	1
Check Person	5
Check Property	74
Disturbance Unwanted Person	1
Domestic Disturbance	3
Follow-Up	3
Information	34
Liquor Law Violation	1
Noise Complaint	1
OMVWI Arrest/Intoxicated Driver	1
Parking Complaint On Street	56
Phone	8
Property Found	1
Property Lost	1
Recovered/Stolen Outside Agency	1
Safety Hazard	7
Serving Legal Papers	1
Special Event	1
Suspicious Vehicle	1
Theft from Auto	2
Theft Retail	2
Threats Complaint	1
Traffic Complaint/Investigation	10
Traffic Stop	86
Trespass	2
<b>Grand Total</b>	<b>421</b>



**TO: VILLAGE OF SHOREWOOD HILLS BOARD OF TRUSTEES**

**FROM: AARON P. CHAPIN, CHIEF OF POLICE**

**RE: POLICE DEPARTMENT SUMMARY**

**DATE: JUNE 14, 2018**

**CALLS FOR SERVICE:**

May was another busy month for SHPD. Officers handled 421 incidents of various different natures. 13 of the calls for service were classified by the officers as a criminal offense including 1 residential burglary, 1 stolen motor vehicle, 1 non-domestic disturbance, 3 domestic disturbances, 2 thefts from automobiles, 2 retail thefts, 1 threat complaints and 2 trespass complaints. There were ten 9-1-1 calls that were not related to another investigation.

Officers conducted 17 crash investigations during the month. There were 56 parking cases for vehicles parked illegally on the village streets and zero complaints of illegal parking on private property. Officers also conducted 86 traffic stops for various violations including 1 arrest for Operating While Intoxicated.

The rest of the calls for service were of a routine nature including foot patrols, check areas, check property and other non-investigative police services.

**TRAINING:**

During the month of May, officers were not sent to training outside of the department. Officers Weitzel, A. Dostalek and Pierce continue to train Officers Maginot and Allbaugh during their

Shorewood Hills Police Department  
Chief Aaron P. Chapin  
810 Shorewood Boulevard  
Madison, WI 53705-2115  
Phone: 608-267-1110 / Fax: 608-267-1155  
[www.shorewood-hills.org](http://www.shorewood-hills.org)

field training process. Both Officer Maginot and Officer Allbaugh are doing well and are progressing through their field training time with the SHPD.

**FUTURE ISSUES/CONCERNS:**

The hiring process for both Police Officer and Sergeant have been completed. Thank you to Sgt. Cheryl Radzinski (UWPD), Lt. Mark Horstmann (Verona Police Department), Erica Moeser, Paula Hogan, Karla Endres, Karl Frantz, Sgt Corey Denzer and PO Ashley Dostalek for participating as panelist in these processes. I would also like to acknowledge the hard work of Lt. Courtland Martens in managing and running both of the processes.

The access control/camera project is complete. Thank you to the Village Board and the Public Health and Safety Committee for the support for this project.

PO Weitzel, Sgt. Denzer and I met with Andrew Peterson from Healthy Minds LLC to discuss what would be involved in SHPD creating a peer support team for the officers. It will likely involve partnering with another organization with a larger pool of personnel resources.

I have been nominated and accepted a position on the Board of Directors for Safe Communities. I am excited about this opportunity and how the SHPD and the Village of Shorewood Hills can partner with Safe Communities to address issues in the Village and other communities throughout Dane County.

SHPD is participating in the Police Executive Research Forum training “Integrating Communications, Assessment and Tactics” (ICAT) with UWPD. The training is focused on de-escalation techniques and SHPD is one of a handful of agencies in the State of Wisconsin with officers trained in this topic.

I have been selected and will be attending the Instructor Development in Problem Based Learning course being hosted at the South Dakota Law Enforcement Training Center in Pierre, SD. The course is grant funded and is promoted/taught by the Police Society for Problem Based Learning which is the organization I am the President of. The department will need to cover fuel for the squad and my salary. All other costs (food, lodging, tuition) are covered by the grant. Lt. Martens and Sgt. Denzer will be in charge of the day-to-day operations while I am away. The training is July 16 to July 27.

Respectfully Submitted,

Aaron P Chapin, Chief of Police

Shorewood Hills Police Department  
Chief Aaron P. Chapin  
810 Shorewood Boulevard  
Madison, WI 53705-2115  
Phone: 608-267-1110 / Fax: 608-267-1155  
[www.shorewood-hills.org](http://www.shorewood-hills.org)

**Recreation Committee Minutes**  
**Village of Shorewood Hills**  
Tuesday, May 29, 2018  
Village Hall, 810 Shorewood Boulevard

Call to Order: 7:05 pm

In attendance: Tracy Bailey, Gloria Beach, Santhia Brandt, Lori DiPrete Brown, Karl Frantz, Karen Knetter.

Summary:

1. The meeting was in compliance with open meeting laws.

There were not meeting minutes to approve. It was noted that there had not been a meeting since October. It was requested that a member of the committee volunteer to take notes. Several people stated that they could not do this due to time or other constraints. Rotation of meeting notes is desired and we will discuss as a group how to accomplish this.

2. Karen Knetter provided an update about the 10th Annual Try-It.

This collaboration between the Village, the Recreation Committee, and the Shorewood Elementary School and the Shorewood Pool is in its 10th year. This year will follow the same routes and procedures as last year. Karen has gotten or has on process needed approvals, and will share a flyer with the committee. She requires 15 volunteers and pool staff each year. It was noted that last year the pool generously waived the lifeguard fees. The costs are modest, flyers, signs, ribbons, and lifeguard fees. Karen reused materials where possible. The revenue from the event has been about \$300 to \$400 each year. The revenue is based on voluntary contributions and varies by turnout. It was noted that the event is promoted mainly among the membership of the sponsorship groups (the Village, the Pool, the Shorewood Hills Elementary School) but is open to all who meet the age requirements and have a bike helmet.

3. The committee reviewed the ordinance description and discussed the importance of ensuring that the Recreation Committee is included and informed about all matters that are outlined in the ordinance.

- There were questions raised about some decisions made recently (such as the destruction of the structure on the pool grounds referred to as the Boy Scout Shack). It was expressed that the recreation committee should have been consulted and involved in that decision. Committee members would like to be involved in decision about use and modifications to other buildings used for recreation purposes.
- There was discussion about the importance of having a review and overview of all education programs for the committee and possibly for village members. The Shorewood Bulletin summary is a good start for this — looking at it as an information source and then providing updates and addressing omissions. There might be an open meeting for the community about education programs at some point. Committee members shared that there are a number of programs that have been developed by the rec committee — soccer program, library, Kayak share, try it.

#### 4. Appointments for the committee were reviewed.

Tracy will recommend renewal for Lucy and Gloria. The group also discussed the possibility of adding a few members so the tit is easier to get a quorum and so that the community could be better represented. For example, new residents might like an opportunity to serve, or there might be members of the community that are interested in serving new needs (older citizens, middle school students etc.) Gloria has some input from community members about wanting more involvement with programming and committees.

#### 5. Review October 2017 Updates

- Firehouse Library - Santhia reported that good systems are in place to reserve rooms, procure key for both meeting rooms and borrow books. Park Bank has a book drop off in place. Currently three Girl Scout Groups use the meeting rooms. There are clear policies in place. It is desirable to have some kind of signage (like a flag) when the library is open, as well as a sign with hours. Two challenges face the library. First, it is difficult to staff. Two people (ensuring that one is an adult) are needed for a shift. Santhia would like to get the word out about this opportunity through the bulletin and other means. It is a good opportunity for community service for high school students. If high school students are not yet 18, they could be charged to find a second person who is over 18 to accompany them as part of their volunteer responsibility. A second challenge is to encourage appropriate use of the community rooms. Again, using a notice in the bulletin and other PR events would work. The rooms can be used for any non-profit purpose as long as the person who is reserving the room is a village resident. The resident who reserves the room must be present for the meeting and take responsibly for complying with all policies and procuring and returning the key. While Shorewood Village uses are expected to be most common, It should be clear that any group from the larger community can also use these rooms, as long as a Shorewood Resident reserves and is responsible for the room, and is present for the meeting. Santhia also mentioned that policies and use of the library many change with building use. For example, if the Firehouse becomes permanently staffed, it may be possible to allow library access without library staff. The rec committee can monitor these opportunities over time. Overall, there was great enthusiasm for the progress of this program. Santhia's time and talent in developing something that is deeply aligned with the character of the village was noted.
- Post Farm Park Volleyball Courts- There is a desire to have a way to make volleyballs available to encourage use. One idea was to have balls checked out at the pool. This was discussed with the pool manager who thought it would not work. Efforts were then undertaken to build a box with a lock and organize some kind of access to it. The committee requested more explanation of why pool check out would not work. At this time, towels and other items can be checked out, and the risk of loss of a volleyball is low. It was agreed to check further with pool committee to see if there is a simpler solution than the box. Building a box with lock is still a viable second choice.
- Shared Community Spaces - Overall there was a discussion of considering recreational usage as part of all shared spaces. Looking at the various committees that are in place, it seems that inter-committee coordination is needed. Tracy will raise this as the Board meeting so that Recreation is systematically consulted on decisions. Other strategies like doing committee meetings, or joint appointments, could ensure coordination as well.

## 6. Future Agenda Items

- One generic standing agenda item such as “new and ongoing recreation program updates” would give us the flexibility to discuss programs without concern that they are not on the agenda.
- An overall Program Overview could be done at a future meeting; perhaps a public briefing on recreation programs would be planned.

## 7. Meeting Dates

The following tentative meeting dates were proposed for the remainder of 2018. June 26, August 7, September 4, October 2, November 6, December 4, and Jan 8 (2019). The June meeting which will include a program overview would be held from 7:00pm to 8:30 pm. Subsequent meetings will be one hour. Some commented that in order to make a 1-hour meeting work we will have to be more concise and focused in discussions, while ensuring that everyone has a chance to share views. We might share meeting ground rules that are commonly used in our various workplaces and other volunteer activities. Social time could be had after the meeting.

Meeting adjourned 8:11 pm.

# **Parks Committee Minutes Village of Shorewood Hills**

Monday, April 9<sup>th</sup>, 2018  
Village Hall – 810 Shorewood Blvd

1. Meeting called to order at 5:36 pm by committee chair Anne Readel

- **Roll Call:** Members Present: Anne Readel, David Boutwell, Georgene Stratman, Nancy Heiden, Roma Lenehan, and Sue Denholm. Others Present: Village Forester Corey George.
- **Compliance with Open Meeting Law:** The meeting was properly posted.
- **Approval of Minutes:** Minutes from the March 12<sup>th</sup>, 2018 meeting were approved.

2. **Scout Shack Removal** – Updates and Discussion

Corey George provided an update on Village plans for the demolition and removal of the unused Scout Shack located in the natural area at Post Farm Park. The Parks Committee expressed a shared concern for excessive soil and plant disturbance if the building were to be removed this summer. They suggest waiting until next winter. The Committee also recommends removal of the old wooden power poles in the wooded area leading to the scout shack.

3. **Memorial Benches** – Post Farm Park

The Garden Club would like to donate two benches to be installed in Post Farm Park within a grassy area west of the pedestrian path below the old Scout Shack. A motion was approved to purchase the Garden Club's gift of two wood style benches with fixed commemorative bronze plaques. The Garden Club will be consulted for final construction materials and placement.

4. **Arbor Day** – May 4<sup>th</sup> Event Planning.

This will be the 13th consecutive year that Village staff and residents have planted trees with Shorewood Hills Elementary students in recognition of Arbor Day. The date for this year's tree planting celebration has been changed to Friday, May 4<sup>th</sup> at 1:00 pm. In addition, Anne Readel will prepare wording for a Village proclamation in observance of Earth Day 2018. The proclamation will be presented to the Board of Trustees at their April 2018 monthly meeting.

5. **Love Madison** – April 29<sup>th</sup> Event Planning.

The participants of this year's LOVE Madison community service volunteer day will be presented with opportunities to clear rain garden of plant debris, pull weeds at the school yard, remove trash along the bike path, and plant flowering crab trees along Locust Drive.

6. **Other Park Projects** – Updates

The Committee discussed ongoing restoration projects at Four Corners Park. A site visit to the park was postponed until later.

7. **Resident Input.**

There was no resident input.

8. **Future Agenda Items.**

- Four Corners pathway maintenance

9. **Forester's Report.**

The monthly Forester's Report for March 2018 was distributed to the Parks Committee for their review and comment.

**Adjourned.** The Committee adjourned at 6:38 pm.

**VILLAGE OF SHOREWOOD HILLS**  
**FORESTER/HORTICULTURIST**

*Report for April, 2018: Corey George, Forester*

**Arbor Day** – Rescheduled event for May. Project planning with MMSD, Garden Club and School Staff.

**Love Madison Event** – 10<sup>th</sup> consecutive year working with volunteers (~50) from Blackhawk Church. This year we planted about 20 trees (flowering crabs and cherry trees) along Locust Drive. Volunteers also cleaned out the big raingarden in the Entrance Park and picked up trash and pulled garlic mustard along the Rail Road corridor.

**Planting Plans/Orders** – Developed tree planting plans and landscape designs, provided resident consults and placed plant orders.

**Tree Sale/Delivery** - Tree orders and deliveries to residents. Planting consults often provided.

**Tree Planting**

1101 Amherst Drive – (1) ‘Royal Star’ Magnolia  
1006 Edgehill Drive – (1) ‘Robin Hill’ Serviceberry  
1008 Edgehill Drive – (1) ‘Fall Fiesta’ Sugar Maple  
1105 Edgehill Drive – (1) ‘Montmorency’ Cherry  
3308 Tally Ho Lane – (2) ‘Montmorency’ Cherry  
3316 Tally Ho Lane – (1) Katsuratree  
3220 Tally Ho Lane – (1) Bur Oak  
Entrance Park (East) – (2) ‘Royal Star’ Magnolia  
Harvard Drive (U-Station Clinic) – (2) Canadian Hemlock  
Locust Drive (Rail Road Corridor) – (12) ‘Indian Magic’ Crabapple  
Locust Drive (Rail Road Corridor) – (10) ‘Montmorency’ Cherry  
McKenna Park (near Rustic Bridge) – (3) Paper Birch  
McKenna Park (near Rustic Bridge) – (3) Canadian Hemlock  
McKenna Park (near Rustic Bridge) – (1) Common Witchhazel  
Post Farm Park (S of Scout Shack) – (1) Bur Oak  
Post Farm Park (W of Garden) – (3) Canadian Hemlock  
Post Farm Park (W of Garden) – (3) A. Hazelnut  
Post Farm Park (W of Garden) – (3) Common Witchhazel  
Kaiser Woods (Oak Way) – (12) Bush Honeysuckle (native)

**Tree Pruning**

Bradley Park – (10) fruit trees in park orchard

**Tree Removals**

Post Farm Park – (1) Norway Maple, 20”, poor structure due to utility pruning, invasive

**Stump Grinding** – Started on list of stumps.

**Landscape Maintenance**

Joyce Erdman Median – spring cleanup (cut back grasses/perennials)

Raingardens – spring cleanup (cut back grasses/perennials)

Village Hall – spring cleanup (cut back grasses/perennials)

**Invasive Species Management** – Good Oak LLC sprayed garlic mustard and other weeds in parks.

**Quarry Park** – Removal of brambles and other invasive species.

**Four Corners Park** – Met with MG&E regarding utility easement and installation in park.

**Summer Help** – Interviewed and selected seasonal interns.

**Community Service Project** – 24 hours of work completed by three students (court ordered). Their work included tree planting and removing brambles in the Quarry Park.

**Diggers Hotline** – Requested utility locates for tree planting and stump grinding projects.

**Volunteers (WE Badger)**

4/11 – McKenna Park, tree planting

4/25 – Raingarden Maintenance, Shorewood Blvd

**Oak Pruning** – Permission given to residents (Tally Ho and Edgehill) to prune/remove oaks in early April. The weather conditions were cold with no risk of oak wilt infection.

**GIS Updates** – Tree inventory and database updates (planting and removals).

# **VILLAGE OF SHOREWOOD HILLS**

## **FORESTER/HORTICULTURIST**

*Report for May, 2018: Corey George, Forester*

**Arbor Day** – Event held on May 10<sup>th</sup> after rescheduling twice. School kids planted 7 trees with Village and School staff, Garden Club and MG&E. Garden Club also purchased additional tree plaques and placed with kids while mulching and weeding around trees.

**Tree Sale** – Planting consults and tree deliveries.

### **Planting Projects**

McKenna Park – Planted (64) Pennsylvania Sedge, volunteer Dave Boutwell

Post Farm Park – Planted (~200) native perennials, volunteer Dave Boutwell

Village Hall – Planted (~100) annuals in flowerbeds near Shorewood Sign

**Garlic Mustard** – Removal in parks and other public greenspaces. Contacted residents with garlic mustard on private property.

### **Landscape Maintenance**

Village Hall – Planted annuals near Shorewood Sign on Shorewood Blvd, mulched and watered.

Village Hall – Weeding, spring cleanup

DPW/Fire Station – Weeding, spring cleanup

Shorewood Median – Weeding, rose pruning, spring cleanup

U-Bay Drive Median – Weeding, mulching

Oxford Drive Median – Weeding, mulching

Pool/Community Center – Weeding, mulching, cleanup before Memorial Day weekend Pool opening

**Raingarden Maintenance** – Weed management (combo of Village Staff and Good Oak LLC)

**Invasive Species Management** – Herbicide treatment of invasive species in parks (Good Oak LLC). Hand pulling of invasive weeds by Village Staff.

**Mulching/Watering** – New trees were watered and mulched. Arbor Day trees were weeded, mulched and trunk guards placed.

**Community Service Project** – 3 residents worked a total of 24 hours to complete their community service requirement. Projects included tree planting and digging out brambles in the Quarry Park.

### **Tree Removals**

3415 Crestwood (Viburnum) – (3) Arborvitae, dead, winter burn

**Stump Grinding** – Contracted stump grinding with My Tree Guy (12 stumps removed).

### **Resident Consults**

3520 Topping – Tree Health, EAB and Ash ID questions

2911 Harvard – Tree planting consult

2755 Colgate – Tree planting consult

3110 Oxford – Tree planting consult

1125 Oak Way – Tree planting consult

## **Tree Planting**

3309 Tally Ho Lane – (1) Bur Oak  
1101 Amherst Drive – (1) ‘Butterflies’ Magnolia  
1101 Amherst Drive – (1) ‘Montmorency’ Cherry  
3306 Blackhawk Drive – (1) ‘Robin Hill’ Serviceberry  
3310 Blackhawk Drive – (3) ‘Robin Hill’ Serviceberry  
3315 Blackhawk Drive – (1) ‘Fall Fiesta’ Sugar Maple  
2708 Columbia Road – (1) ‘State Street’ Miyabe Maple  
3441 Crestwood Drive – (1) Shagbark Hickory  
Locust (Burbank Place) – (1) ‘Accolade’ Elm  
Locust (Maple Terrace) – (1) Tuliptree  
Maple Terrace – (1) ‘Autumn Splendor’ Buckeye  
3414 Viburnum Drive – (1) ‘Butterflies’ Magnolia  
3414 Viburnum Drive – (1) ‘Exclamation’ London Planetree  
3419 Viburnum Drive – (1) ‘Fall Fiesta’ Sugar Maple  
3420 Viburnum Drive – (1) ‘Accolade’ Elm  
3420 Viburnum Drive – (1) ‘Fall Fiesta’ Sugar Maple  
3424 Viburnum Drive – (1) ‘Accolade’ Elm  
Viburnum (3415 Crestwood) – (1) Katsuratree  
1130 Edgehill Drive – (1) Amur Chokecherry  
3415 Sunset Drive – (1) ‘Sienna Glenn’ Freeman Maple  
3419 Sunset Drive – (1) Amur Chokecherry  
3420 Sunset Drive – (3) Canadian Hemlock  
3420 Sunset Drive – (1) ‘Robin Hill’ Serviceberry  
3507 Sunset Drive – (1) ‘Magyar’ Ginkgo  
1209 Sweetbriar Road – (1) ‘Autumn Radiance’ Red Maple  
1213 Sweetbriar Road – (1) ‘Autumn Splendor’ Buckeye  
1213 Sweetbriar Road – (1) Shagbark Hickory  
1218 Sweetbriar Road – (1) ‘Northern Glow’ Korean Maple  
1219 Sweetbriar Road – (1) Tuliptree  
1219 Sweetbriar Road – (1) ‘Fall Fiesta’ Sugar Maple  
1225 Sweetbriar Road – (1) Northern Catalpa  
1138 Shorewood Blvd – (2) ‘Shademaster’ Honeylocust  
921 University Bay Drive – (2) ‘Pink Flair’ Cherry  
939 University Bay Drive – (1) Shagbark Hickory  
School (Front Entrance) – (1) ‘State Street’ Miyabe Maple  
School (Front Entrance) – (1) ‘Princess Diana’ Serviceberry  
School (Front Entrance) – (1) ‘Fall Fiesta’ Sugar Maple  
School (Amherst/Columbia) – (1) Amur Chokecherry  
School (Amherst) – (1) ‘Autumn Splendor’ Buckeye  
School (Amherst) – (1) ‘Sienna Glenn’ Freeman Maple  
School (Kindergarten) – (1) ‘Sienna Glenn’ Freeman Maple  
School (Kindergarten) – (1) ‘Pink Flair’ Cherry  
Harvard/UBD Triangle – (1) Katsuratree  
Highbury (R&R Corridor) – (1) White Fir, transplant from Purdue Street Bike Path  
Post Farm Park (Parking Lot) – (1) White Fir, transplant from Purdue Street Bike Path  
Locust Drive (R&R Corridor) – (2) ‘Montmorency’ Cherry



Every child deserves a home

April 13, 2018

Village of Shorewood Hills  
C/O Greg Lampe  
3121 Oxford Rd  
Madison, WI 53705-2223

Dear Friends,

Thank you so much for your investment in supporting homeless families with children. Your generous gift of \$1,826.64 to the Second Chance Apartment Project makes our programs possible and helps families successfully move into safe, stable housing, sometimes for the first time in their lives.

The Road Home has been serving homeless families with children since 1999 in collaboration with faith communities, businesses, individuals and other partners. Last year, 171 families, including 376 children received case management, shelter and housing services through The Road Home to relieve the immediate crisis of homelessness and build skills, resources and relationships that set the stage for long-term success.

Working with a team of dedicated case managers, over 90% of families who move into apartments achieve their goal of remaining in housing one year or longer. With the stability of affordable housing, families can focus on seeking and retaining employment, succeeding in school, addressing health issues and accessing resources within our community. Stable housing helps provide a positive environment for children's well-being and their physical, social and cognitive development.

Your support goes a long way in helping every child and every family have affordable, stable housing. Thank you!

Sincerely,

A handwritten signature in blue ink that reads 'Kristin Rucinski'.

Kristin Rucinski, MSW  
Executive Director

Thank you very much  
for your support of  
Second Chance over  
the years!  
Kristin





Karl Frantz <kfrantz@shorewood-hills.org>

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## Re: Donation Acknowledgement Letter from The Road Home

1 message

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**Lampe, Greg** <greg.lampe@uwc.edu>

Fri, May 25, 2018 at 8:36 AM

To: David Benforado <dbenforado@shorewood-hills.org>

Cc: Karl Frantz <kfrantz@shorewood-hills.org>

You are welcome, Dave. It has been an honor and a pleasure being part of the Second Chance Apartment Projects over the years.

Please encourage Village Board members to contact me should they have any questions about the projects.

Sincerely yours,

Greg

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**From:** David Benforado <dbenforado@shorewood-hills.org>

**Date:** Thursday, May 24, 2018 at 11:10 PM

**To:** "Lampe, Greg" <greg.lampe@uwc.edu>

**Cc:** Karl Frantz <kfrantz@shorewood-hills.org>

**Subject:** Fwd: Donation Acknowledgement Letter from The Road Home

Hi Greg,

Thank you again for shepherding this very worthwhile Village project all these years! No need for a hard copy of the letter of appreciation and acknowledgement from The Road

Home; I am copying Village Administrator Karl Frantz and with this e-mail, I ask Karl to please include your note and the attached letter in the June Village Board packet.

Best regards,

Dave

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Dave Benforado, Village President

Village of Shorewood Hills

E | [dbenforado@shorewood-hills.org](mailto:dbenforado@shorewood-hills.org)

C | 606-535-2960

Begin forwarded message:

**From:** "Lampe, Greg" <[greg.lampe@uwc.edu](mailto:greg.lampe@uwc.edu)>  
**Date:** May 24, 2018 at 8:51:38 AM CDT  
**To:** David Benforado <[dbenforado@shorewood-hills.org](mailto:dbenforado@shorewood-hills.org)>  
**Subject:** **Donation Acknowledgement Letter from The Road Home**

Dear David,

I trust this message finds you doing well!

Attached please find a letter from Kristin Rucinski, the Executive Director of The Road Home, acknowledging the Village of Shorewood Hills' contribution to The Road Home. If you would like to have the original letter for your files, I can drop it off at the Village Hall for you.

Thank you, again, for supporting my recommendation for donating the remaining fund balance from the Village's support for the Second Chance Apartment Project to The Road Home. I very much appreciate your support!

Please let me know if you have any questions.

Best wishes,

Greg

Gregory P. Lampe, Ph.D.

Provost and Vice Chancellor for Academic Affairs Emeritus

Professor Emeritus

Department of Communication and Theatre Arts

University of Wisconsin Colleges

Telephone: (608) 217-0732

[greg.lampe@uwc.edu](mailto:greg.lampe@uwc.edu)





Karl Frantz <kfrantz@shorewood-hills.org>

## Here it is ...

1 message

**David Benforado** <dbenforado@shorewood-hills.org> Fri, Jun 1, 2018 at 3:39 PM  
To: Karl Frantz <kfrantz@shorewood-hills.org>, Anne Readel <areadel@shorewood-hills.org>

To: Dave Benforado, President – Village of Shorewood Hills From: Hannah Chouinard – University of Wisconsin Madison Date: 1 May 2018

Re: Sustainability Recommendations

Thank you so much for speaking with me a few months ago. Based on our conversation, it seems the Village of Shorewood Hills is facing two major problems in 2018 – ageing and degrading public infrastructure, and a lack of funds necessary to pay for repairs. Because the scope of these problems is so great, I have chosen to focus my research on surface road infrastructure. I offer two related solutions. First, to generate revenue I suggest the Village follow the lead of many other Wisconsin counties and municipalities by implementing a Local Registration Fee for Motor Vehicles, also known as a “wheel tax.” Second, to cut long- and short-term costs I suggest the village adopt sustainable road construction methods, particularly hot and cold in-place recycling.

Lack of funds is probably the most common concern for public entities, particularly for municipalities as small as Shorewood Hills. With an annual budget of less than four million dollars, the village must pay for myriad expenses including basic day-to-day village upkeep (i.e. snow removal, trash pick-up, etc.) and costlier long-term projects like road repair, water/sewer updates, and maintenance of ageing public buildings. The significant disparity between available revenue and desired expenditures is at the root of all the village governance problems we discussed. Put bluntly, Shorewood Hills will not be able to complete projects necessary to maintain itself without a greater pool of funds. The two most conventional methods of municipal fundraising are either out of reach or not ideal for the village. Despite cultivating a triple-A credit rating, Shorewood Hills has reached their maximum borrowing capacity by taking out loans to complete roadwork in the Western part of the village. Additional loan procurement will not be possible until at least 2022, long after more maintenance will be needed. Raising property tax is also not an option for increasing revenues at this time. The village’s property tax rate currently ranks in the lowest 10-12% of Dane County municipalities, a statistic Shorewood Hills board members and residents consider extremely important to maintain.

As an alternative, I propose Shorewood Hills implement a “wheel tax” on motor vehicle registration. Wheel taxes have already been adopted by nineteen municipalities and seven counties in Wisconsin and have generated significant revenue, though the fees range between only \$10 and \$30 per year. In 2012, the cities of Milwaukee, Beloit, and Janesville generated a mean of \$8.79 per resident. Home to an estimated 2,039 residents, Shorewood Hills could stand to generate around \$17,912 annually for road repair.

Wheel taxes are collected by the Wisconsin Department of Transportation at the time of both initial registration and annual renewal, after which revenues are delivered to “the correct county, village, or township [the] vehicle is customarily kept” regardless of the location of registration. The Village would not need to be concerned about residents registering cars in other

1

municipalities where the taxes are not applied. Anyone who provides incorrect information to the Department of Transportation may be subject to a fine of up to \$200 and/or imprisonment of up to six months.

Dane County recently passed a wheel tax of \$28 to fund repairs of state and interstate highways. Once the tax takes effect in October of this year, the county expects to generate \$11.5 million per year. There has been some controversy over the tax, including a failed appeal, but support is justified by board members (who passed the measure 27-6) by citing a decline in state infrastructure funding and emphasizing the significant return on investment for county residents. For only two dollars per month, Dane County Supervisor Dennis O’Loughlin is credited with saying, residents will save considerable amounts of money on vehicle repairs incurred by driving on poor quality roads.

If the village were to implement an annual wheel tax, I suggest limiting the fee to \$12, about one dollar per month per vehicle. As is the case with almost any tax increase, Shorewood residents may be in opposition initially, but the benefits – improved road condition resulting in less wear- and-tear on their vehicles – far outweigh the low monthly cost.

There are also a number of “sustainable” road repair methods to reduce costs so money generated by a wheel tax could be used more effectively, both in the long- and short-term. Since about half of all roads in the village need some degree of repair, cutting costs should be of major concern. The U.S. Department of Transportation has provided the public with a list of sustainable construction practices, presenting information about economic, environmental, and societal impacts. Methods that minimize construction resources, fuel use, and emissions would all save the Village time and money while reducing environmental impact and increasing the life of roadways. Because of its particularly economical nature, I will focus here on in-place recycling as a recommended method of repair for roadways in the Village of Shorewood Hills.

In-place recycling is known for being an inexpensive and environmentally friendly alternative to complete road deconstruction. There are two main methods: hot in-place recycling (HIP) for “surface-related distresses” and cold in-place recycling (CIP) for more severe deterioration. Unlike traditional repair methods, neither HIP nor CIP require the transportation of asphalt or deconstruction of the entire roadway. Instead, in-place recycling removes some of the surface asphalt (depending on degree of repairs required) and repaves the road using the same asphalt, broken up and mixed with new binders. Implementing in-place recycling techniques could save Shorewood Hills up to 40% over traditional deconstruction methods. In-place recycling methods save time and money while reducing overall environmental impact. The Washington State Department of Transportation has acted as an advocate of HIP since at least 2010, citing “conservation of resources, reduction in greenhouse gas emissions, reduced traffic

impacts and potentially lower life cycle costs.”

If Shorewood Hills follows these suggestions, the village stands to generate significant revenues to pay for the remainder of road repairs while stretching those funds further.

Substituting hot and

2

cold in-place recycling methods for traditional practices will seriously reduce the funding necessary to complete repairs, while implementing a temporary wheel tax will raise money to do so. Again, thank you for taking time to speak with me about this project. I hope my research and suggestions are useful to you.

3

-----  
Dave Benforado, Village President  
Village of Shorewood Hills  
E | [dbenforado@shorewood-hills.org](mailto:dbenforado@shorewood-hills.org)  
C | 606-535-2960

Thank you Village  
of Shorewood!

For donating for  
the safety patrol  
trip! :)

Kathryn

Thank  
you - Genevieve

Thank you  
- Bethany

Annika

Amy

Jerry

Abby

☆  
☆ Jessi ☆  
李司哲 ☆  
☆

Dara

Molly

Haqing

Aden

Zoran

Thank you so much - Ken 蒋志林

Thank you!  
- ASante

I an

thank you

- Ezri V.

thank you  
so much!!  
Electro

Merab

I really appreciate  
the support to safety  
and our program!  
Many thanks,  
Mr. Wong

Thank  
You - Robert

thanks  
- Berni

Thanks  
George Rachel

WAT

Aha  
- thanks

Janes  
Naruto

thanks!  
- Julie

Thank you  
- Grace

thanks

Thank  
You - Collin

bankai  
neji

Thank you  
- Fede

Willis  
Rankine

thanks  
- Elaine

Maya - Thank you

Thank you  
- Wynne

Thank  
You - Harris

Gabi -  
Thank you  
Village of  
Hollywood!

Thank  
you!  
- Asante

Rizal

uni yaha

Sam

Thank you - Nisi

Lucas

Thank You  
- Delaney

Thank you - Leah