

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Legislative Chambers
160 S Macy Street

October 23, 2024
6:00 PM

1. CALL TO ORDER

- a. Roll Call
- b. Declaration a Quorum Is Present
- c. Pledge of Allegiance
- d. Silent Reflection

2. PUBLIC HEARINGS

- a. 2025 Budget
- b. 2025 Transit Budget

3. CONSENT AGENDA

- a. October 9, 2024 Minutes
- b. List Of Claims Dated October 16, 2024

4. AUDIENCE COMMENTS (Agenda and Non-agenda items)

5. ACTION ITEMS

- a. Change Of Agent "Class A" Intoxicating Liquor and Class "A"
Fermented Malt License
Corporation: Walgreens Corp
Agent Name: Alyssa Brooks
d/b/a: Walgreens
Business Address: 192 N Main Street
Introduction: City Clerk
- b. Change Of Agent "Class A" Intoxicating Liquor and Class "A"
Fermented Malt License
Corporation: Kwik Trip Co.
Agent Name: Phillip Ritger
Business Name: Kwik Trip #486
Business Address: 1061 E Johnson Street
Introduction: City Clerk
- c. Resolution No. 9147
A Resolution Making An Appointment As A Humane Officer
Introduction: City Attorney

6. PRESENTATION OF INPUT ITEMS

7. ADJOURN

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: 2025 Budget

Subject:

Initiator:

Recommendation:

ATTACHMENTS:

File Name

2025_Public_Hearing_Notice-Budget-For_Newspaper.pdf

CITY OF FOND DU LAC

NOTICE IS HEREBY GIVEN that a Public Hearing will be held in the Legislative Chambers located in the City-County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin, on October 23, 2024 at 6:00 p.m. at which time any resident or taxpayer of the City of Fond du Lac shall have an opportunity to be heard on the Proposed 2025 City Budgets. A summary of the proposed budgets is presented below and copies of the proposed budgets are available for public inspection in the City Clerk's office in the City-County Government Center, 160 South Macy Street, at the Fond du Lac Public Library, 32 Sheboygan Street, and on the City of Fond du Lac website, www.fdl.wi.gov.

**CITY OF FOND DU LAC
2025 PROPOSED BUDGET SUMMARY**

The 2025 **GENERAL FUND BUDGET** is as follows:

REVENUES AND OTHER FINANCING SOURCES:	2024 Budget	2025 Budget	Percent Change
Taxes (other than property taxes)	\$2,243,674	\$2,241,365	
Special Assessment Payments	107,000	107,000	
Licenses and Permits	1,322,135	1,208,335	
Intergovernmental Revenues	11,645,465	13,124,932	
Public Charges for Services	2,981,042	3,168,565	
Fines, Forfeits and Penalties	430,000	430,000	
Interest and Rent	1,094,100	1,674,100	
Miscellaneous Revenues	111,600	124,200	
Total Revenues Excluding Property Taxes	\$19,935,016	\$22,078,497	
General Property Taxes	17,828,639	17,755,129	
Transfers from Other Funds	-	-	
Fund Balance Applied			
Unassigned Fund Balance Applied to Budget	139,352	133,334	
TOTAL REVENUES, OTHER FINANCING SOURCES AND FUND BALANCE APPLIED	\$37,903,007	\$39,966,960	5.4%
 EXPENDITURES AND OTHER FINANCING USES:			
General Government	3,246,397	3,293,126	
Public Safety	23,613,558	24,864,782	
Public Works	6,561,081	7,157,201	
Parks, Culture & Recreation	2,375,680	2,465,463	
Community Development	1,794,891	1,805,988	
TOTAL EXPENDITURES	37,591,607	39,586,560	5.3%
Transfers to Other Funds	311,400	380,400	
TOTAL EXPENDITURES AND OTHER FINANCING USES	\$37,903,007	\$39,966,960	5.4%

The 2025 **budgets for all funds combined:**

	Fund Balance January 1	Total Revenues	Total Expenditures	Fund Balance December 31
General Fund	\$ 10,568,527	\$39,833,626	\$39,966,960	\$ 10,435,193
Special Revenue Funds	6,594,684	7,973,237	7,392,174	7,175,747
Debt Service Fund	225,894	14,185,916	14,184,494	227,316
Capital Projects Funds	-	25,591,349	25,591,349	-
Wastewater Treatment & Resource Recovery	5,408,442	54,873,124	57,272,701	3,008,865
Water Utility	6,010,445	21,427,396	20,210,715	7,227,126
Internal Service Fund-Health Insurance	677,207	6,218,246	6,121,779	773,674
Internal Service Fund-Information Technology	452,418	2,524,600	2,556,095	420,923
Total All Funds	\$ 29,937,617	\$172,627,494	\$ 173,296,267	\$ 29,268,844

The **property tax levy** for City purposes is summarized as follows:

	2024 Budget	2025 Budget	
General Fund	\$17,828,639	\$17,755,129	
Library Special Revenue Fund	2,088,512	2,109,398	
Residential Recycling Special Revenue Fund	700,000	700,000	
Transit Special Revenue Fund	210,120	210,120	
Capital Projects Fund	1,049,500	680,832	
Debt Service Fund	10,560,000	12,898,738	
Total City Property Tax Levy	\$32,436,771	\$34,354,217	5.9%

	2024	2025	\$ Change	
Estimated Equalized Value Property Tax Rate	\$7.993	\$7.867	(\$0.126)	-1.6%

The City's outstanding debt at December 31, 2025 is projected to be:

General Obligation Notes and Bonds	\$106,359,651
Utility Revenue Bonds	58,797,960
Total Debt	\$165,157,611

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: 2025 Transit Budget

Subject:

Initiator:

Recommendation:

ATTACHMENTS:

File Name

2025_Public_Hearing_Notice-Transit_Capital-For_Newspaper.pdf

PUBLIC HEARING NOTICE - TRANSIT CAPITAL BUDGET 2025

Notice is hereby given that the City of Fond du Lac is applying to the Wisconsin Department of Transportation with a federal grant request of \$116,800 under Section 5307 of the Federal Transit Act, as amended. A public hearing will be in the Legislative chambers located in the City-County Government Center, 160 South Macy Street, Fond du Lac, Wisconsin on October 23, 2024 at 6:00 p.m. at which time any person shall have an opportunity to be heard on the proposed 2025 capital budget for Fond du Lac Area Transit.

Program of Projects

Project Descriptions:

(1) Paratransit Vehicle	\$146,000
Total	<u>\$146,000</u>

Federal Share:	\$116,800
Local Share:	<u>\$29,200</u>
Total	<u>\$146,000</u>

Copies of the detailed program of projects are available for public inspection at the:

Department of Public Works
City of Fond du Lac
PO Box 150
160 S Macy Street
Fond du Lac, WI 54936-0150

Additionally, written comments will be considered if submitted to the:

City Clerk's Office
City of Fond du Lac
PO Box 150
160 S Macy Street
Fond du Lac, WI 54936-0150

By: October 23, 2024

Notice is further given that the proposed Program of Projects, as shown above, will be the final Program of Projects if no changes are required.

Margaret Hefter
City Clerk
City of Fond du Lac

Published October 9, 2024

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: October 9, 2024 Minutes

Subject: October 9, 2024 Minutes

Initiator:

Recommendation:

ATTACHMENTS:

File Name

Minutes_2024_10_9_Meeting(1165).pdf

**CITY COUNCIL MEETING MINUTES
CITY OF FOND DU LAC, WISCONSIN**

Legislative Chambers
160 S Macy Street

October 9, 2024
6:00 PM

CALL TO ORDER

Roll Call

Present

Tiffany Brault
Keith Heisler
Angela C Luehring
Patrick Mullen
Thomas Schuessler
Brett Zimmermann

Absent

Antonio Godfrey (Excused)

Administrative Staff

Joseph Moore, City Manager
Dyann Benson, Community Development Director
Tricia Davi, Director of Administration
Deb Hoffmann, City Attorney
Paul De Vries, Director of Public Works
Jon Mark Bolthouse, Library Director
Aaron Goldstein, Chief of Police
Erick Gerritson, Fire Chief
Kathryn Duveneck, IT Services Director

Declaration a Quorum Is Present

President Brault declared a quorum present.

Pledge of Allegiance

Pledge of Allegiance was recited.

Silent Reflection

A moment of silent reflection was observed.

PUBLIC HEARINGS

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

President Brault opened the Public Hearing.

With no one wishing to speak President Brault declared the Public Hearing closed.

CONSENT AGENDA

September 18, 2024 Special Meeting Minutes

September 25, 2024 Regular Council Minutes

List Of Claims Dated October 2, 2024

A Motion was made by Thomas Schuessler to approve the consent agenda and seconded by Patrick Mullen, and the motion was **Passed**.
Ayes: Brault, Heisler, Luehring, Mullen, Schuessler, Zimmermann

Absent: Godfrey, Sr.

AUDIENCE COMMENTS (Agenda and Non-agenda items)

Spoke In Regards to Non-Agenda Item: Housing Study and Homelessness:

Michael Ketterhagen, 590 E. 10th Street, Fond du Lac
Mary Ketterhagen, 590 E. 10th Street, Fond du Lac
Joyce Gau, 63 Heritage Lane, Fond du Lac
Rosanne Kowal, 110 E. Cotton Street, Fond du Lac
Jim Davenport, 474 Wakefield Avenue, Fond du Lac

Spoke In Regards to Non-Agenda Item: Vicious Dog:

James Thomas, 46 Elm Acres Drive, Fond du Lac
Nancy Thomas, 46 Elm Acres Drive, Fond du Lac
Scott Wempner, 76 Elm Acres Drive, Fond du Lac
Greg Bemis, 70 Elm Acres Drive, Fond du Lac
Steve Ahrens, 45 Elm Acres Drive, Fond du Lac
Michael Csiacsek, 26 Elm Acres Drive, Fond du Lac
Tom Teofilo, 66 Elm Acres Drive, Fond du Lac
Dean Waldschmidt, 32 Elm Acres Drive, Fond du Lac
Julie Waldschmidt, 32 Elm Acres Drive, Fond du Lac
Deb Gruenwald, 16 Elm Acres Drive, Fond du Lac
Ron Ahrens, 25 Elm Acres Drive, Fond du Lac
John Oberg, 35 Elm Acres Drive, Fond du Lac
Mary Johnson, 86 Elm Acres Drive, Fond du Lac

Spoke In Regards to Non-Agenda Item: Safety Code:

Paul Ray, 344 Southlake Circle, Fond du Lac

ACTION ITEMS

Resolution No. 9145

File No. 2024-115

A Motion was made by Keith Heisler to approve Resolution No. 9145 A Resolution Reviewing And Approving Grant Application From The Edward Byrne Memorial Justice Assistance Grant (JAG) Program and seconded by Brett Zimmermann, and the motion was **Passed**.
Ayes: Brault, Heisler, Luehring, Mullen, Schuessler, Zimmermann

Absent: Godfrey, Sr.

Resolution No. 9146

File No. 2024-116

A Motion was made by Thomas Schuessler to approve Resolution No. 9146 A Resolution Approving The 2025 Business Improvement District Operating Plan With Supporting BID Tax Rate and seconded by Patrick Mullen, and the motion was **Passed**.

Ayes: Brault, Heisler, Luehring, Mullen, Schuessler, Zimmermann

Absent: Godfrey, Sr.

Ordinance No. 3801

File No. 2024-117

A Motion was made by Keith Heisler to approve Ordinance No. 3801 An Ordinance Amending Chapter 630, Vehicles and Traffic, Of The Code Of The City Of Fond du Lac To Revise Parking Restrictions On South Military Road and seconded by Patrick Mullen, and the motion was **Passed**.

Ayes: Brault, Heisler, Luehring, Mullen, Schuessler, Zimmermann

Absent: Godfrey, Sr.

PRESENTATION OF INPUT ITEMS

ADJOURN

A Motion was made by Brett Zimmermann to adjourn at 6:33 p.m. and seconded by Keith Heisler, and the motion was **Passed**.

Ayes: Brault, Heisler, Luehring, Mullen, Schuessler, Zimmermann

Absent: Godfrey, Sr.

Margaret Hefter
City Clerk

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: List Of Claims Dated October 16, 2024

Subject: List Of Claims Dated October 16, 2024

Initiator:

Recommendation:

ATTACHMENTS:

File Name

List_of_Claims_Memo_10-16-24.pdf

CITY OF FOND DU LAC - Memorandum

Department of Administration

Date: October 16, 2024

To: City Council

From: Tricia Davi, Director of Administration

Re: List of Claims

The list of claims for goods and services for the payment periods September 28, 2024 through October 11, 2024 for all funds total \$3,228,143.74. Wisconsin statute 66.0609 (2) requires the comptroller to file, at least monthly with the City Council, a list of approved claims paid.

Suggested Motion: Receive and File

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Change Of Agent "Class A" Intoxicating Liquor and Class
"A" Fermented Malt License

Subject: Corporation: Walgreens Corp
Agent Name: Alyssa Brooks
d/b/a: Walgreens
Business Address: 192 N Main Street
Introduction: City Clerk

Initiator:

Recommendation:

ATTACHMENTS:

File Name

Walgreens_Agent.pdf

no flex
no tib

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
Brooks Alyssa Elizabeth					
Home Address (street/route)		Post Office	City	State	Zip Code
N6795 Streblow Dr Apt 2			Fond du Lac	WI	54937
Home Phone Number		Age	Date of Birth	Place of Birth	
[REDACTED]				[REDACTED]	

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

Applying for an alcohol beverage license as an individual.

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

_____ of _____
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

- How long have you continuously resided in Wisconsin prior to this date? 20+ years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. _____
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. _____
(Name of Wholesale Licensee or Permittee) (Address By City and County)

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

Employer's Name Create Salon and Spa	Employer's Address 432 Prospect Ave, Fond du Lac, WI 54937	Employed From 2018	To 2019
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

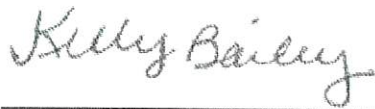
Wisconsin Responsible Beverage Seller/Server Training

ALYSSA BROOKS

has met all training requirements and successfully completed the above course and/or exam.

Certification Number: SL113304

Date of Completion: 10/19/2020



Authorized Signature

This certificate represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats. Present this certificate to your local municipal clerk's office to receive your Operator's or Retail license.

Diversys Learning, Inc.
1101 Arrow Point Drive, Suite 302
Cedar Park, TX 78613

Appointment of Successor Agent – Retail Licenses

Submit this form to your licensing authority with a \$10 processing fee.

If there is a change in agent, each club, corporation, or limited liability company that holds a retail license to sell fermented malt beverages and/or intoxicating liquor must appoint a successor agent and have the appointment approved by the licensing authority pursuant to sec. 125.04(6), Wis. Stats. The following questions must be answered by the agent, and the appointment must be signed by an officer of the corporation/organization or one member of the limited liability company (only one signature is required).

Section 1: Licensee Information and Acknowledgement

Licensee Name _____

Darryll Mathies

Reason for Cancellation of Appointed Agent _____

New Agent

The undersigned appoints Alyssa Brooks as agent in accordance with sec. 125.04(6), Wis. Stats.

B.B. Brown Brian Brown
Signature of President / Member

9-18-2024
Date

Section 2: Agent Information and Acknowledgement

Agent Name _____

Alyssa Brooks

Mailing Address _____

N6795 Streblov Dr #2

City or Post Office _____

Fond du Lac

State _____

WI

Zip Code _____

54937

Agent Questions	Yes	No
1. Are you of legal drinking age?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Have you been a resident of Wisconsin for at least 90 continuous days prior to the date of appointment as agent?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Have you ever been convicted of a federal law violation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Have you ever been convicted of a state law violation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Have you ever been convicted of a local ordinance violation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Have you completed the required responsible beverage server training course per sec. 125.04(5)(a)5, Wis. Stats.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

UNDER PENALTY OF LAW, I declare that my answers above are true and correct to the best of my knowledge and belief.

I hereby accept appointment as agent for Walgreens and assume full responsibility of the conduct of the business relative to fermented malt beverages and intoxicating liquors.

[Signature]
Signature of Agent

9/6/24
Date

Section 3: Licensing Authority Approval

Municipality Name _____

CITY OF FOND DU LAC

CPT R. Muhl
Signature of Official

10-07-24
Date

POLICE CAPTAIN
Title of Official

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town
 Village of Fond du Lac County of Fond du Lac
 City

The undersigned duly authorized officer/member/manager of Walgreens
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Retail Pharmacy

located at 192 Main St. Fond du Lac, WI 54935
(Trade Name)

appoints Alyssa E Brooks
(Name of Appointed Agent)
N6795 Streblow Drive #2 Fond du Lac, WI 54937
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 20+ years

Place of residence last year N6795 Streblow Dr #2 Fond du Lac, WI 54937

For: Walgreens
(Name of Corporation / Organization / Limited Liability Company)

By: B.A. Br
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Alyssa Brooks, hereby accept this appointment as agent for the

(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature]
(Signature of Agent)

9/6/24
(Date)

Agent's age

N6795 Streblow Dr #2 Fond du Lac, WI 54937

(Home Address of Agent)

Date of birth

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 10-07-24 by CPT R. D. [Signature]
(Date) (Signature of Proper Local Official)

Title POLICE CAPTAIN
(Town Chair, Village President, Police Chief)

CITY OF FOND DU LAC

Memorandum

Date:

To: Chief of Police Attn: Records Division

From: City Clerk

Subject: Appointment of Agent Application

The application copied on the reverse side was filed with this office within the preceding forty-eight hours.

It is respectfully requested that your recommendation on the granting and issuance of a license be provided to this office.

CITY OF FOND DU LAC

Memorandum

Date:

To: City Clerk

From: Chief of Police

Subject: Appointment of Agent Application

I hereby recommend that the application be:

 X Granted a license CPT RD. #121 ~~10-07-24~~
 Denied a license

Comments Needs WJ RESPONSIBLE

BEV SERVER TRAINING UPDATED (EXPIRED 10/19/2020)

**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Change Of Agent "Class A" Intoxicating Liquor and Class
"A" Fermented Malt License

Subject: Corporation: Kwik Trip Co.
Agent Name: Phillip Ritger
Business Name: Kwik Trip #486
Business Address: 1061 E Johnson Street
Introduction: City Clerk

Initiator:

Recommendation:

ATTACHMENTS:

File Name

noreply@fdl.wi.gov_20241015_151217_Redacted.pdf

Fond du Lac Police Department MEMO



To: City Manager Joe Moore
From: Captain R. Duveneck
RE: *Change of Agent Request for 1061 E Johnson St,
Kwik Trip*
Date: 10-14-24

Kwik Trip has notified the City regarding a Change of Agent request for the location of 1061 E Johnson St. The Licensee is Scott Zietlow and there is a change in management to appoint Phillip Ritger as the new agent for this establishment. Background checks conducted on Phillip Ritger, both in-house and NCIC/CIB, indicate no prior criminal history that would preclude the issuance of the change of agent request. The Police Department has no objections to the change of agent request.

Captain R Duveneck #121

A handwritten signature in black ink, appearing to read "R. Duveneck", with a long horizontal line extending to the right.

no flex

Form
AB-100

Alcohol Beverage Individual Questionnaire

Date: 9/24/24

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (Individual name if sole proprietor)
Kwik Trip, Inc.

2. Business Trade Name or DBA
Kwik Trip 486

3. Entity Type (check one):
 Sole Proprietor
 Partnership
 Limited Liability Company
 Corporation
 Nonprofit Organization

Part B: Individual Information

1. Last Name: Ritger 2. First Name: Phillip 3. M.I.: J.

4. Relationship to Business (Title): Agent 5. Email: LicensingDept@kwiktrip.com 6. Phone: (262) 388-9694

7. Home Address: 5621 Aurora Rd.

8. City: Hartford 9. State: WI 10. Zip Code: 53027 11. Date of Birth: [REDACTED]

12. Drivers License/State ID Number: [REDACTED] 13. Drivers License/State ID State of Issuance: WI

Part C: Address History

1. Do you currently reside in Wisconsin? Yes No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?
 Years: 26 Months: 9

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code
5621 Aurora Rd.	Hartford	WI	53027
2831 N. University Dr., Apt. 205	Waukesha	WI	53188
755 S. Worthington St., Apt. 201	Oconomowoc	WI	53066
N2867 Resthaven Rd.	Rubicon	WI	53078
5855 Aurora Rd.	Allenton	WI	53078

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
WI	Washington	WI	Waukesha	WI	Dodge	WI	
State	County	State	County	State	County	State	County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? Yes No
If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are there charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? Yes No
If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature  Date 9/24/24

Alcohol Beverage
Appointment of Agent

Date: 9/24/24

Agent Type (check one)

Original (no fee) Successor (\$10 fee for municipal licenses only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)
Kwik Trip, Inc.

2. Business Address (street name or P.O. Box)
Kwik Trip 486

3. Entity Type (check one) Limited Liability Company Corporation Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one) Municipal Retail License State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.
New manager assigned to oversee the store.

Part B: Agent Information

1. Last Name: Ritger

2. First Name: Phillip

3. M.I.: J

4. Email: LicensingDept@kwiktrip.com

5. Phone: 262-388-9694

6. Home Address: 5621 Aurora Rd.

7. City: Hariford

8. State: WI

9. Zip Code: 53027

10. Age: [Redacted]

11. Drivers License/State ID Number: [Redacted]

12. Drivers License/State ID State of Issuance: WI

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? Submit proof of completion. Yes No

2. Have you completed Form AB-100, Alcohol Beverage Individual Questionnaire? Submit a completed Form AB-100 with this form. Yes No

3. Have you been a Wisconsin resident for at least 90 continuous days? See instructions for exceptions. Yes No

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the Undersigned, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Zietlow		First Name Scott	M.I. P
Title CEO/President	Email licensingDept@kwiktrip.com	Phone (608) 791-7385	
Signature <i>Scott P. Zietlow</i>		Date 9/23/24	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the Agent, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Ritger		First Name Phillip	M.I. J
Signature <i>Phillip J. Ritger</i>		Date 9/24/24	

WISCONSIN

SELLER / SERVER CERTIFICATION

Trainee Name: Phillip James Ritger
Date of Completion: 10/05/2017

School Name: 360training.com, Inc.
Certification # WI-68175



**certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.**

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66



**CITY COUNCIL MEETING AGENDA
CITY OF FOND DU LAC, WISCONSIN**

Title: Resolution No. 9147

Subject: A Resolution Making An Appointment As A Humane Officer
Introduction: City Attorney

Initiator:

Recommendation:

ATTACHMENTS:

File Name

9147_Resolution_Appointment._Humane_Officer_10.23.24.pdf

Memo_for_Humane_Officer.10.16.24.pdf

RESOLUTION NO. 9147

**A RESOLUTION MAKING AN APPOINTMENT
AS A HUMANE OFFICER**

WHEREAS, the City of Fond du Lac has adopted Section 216-24 as part of the City Code which adopts Section 173.03, Wis. Stats which allows for the appointment of one or more Humane Officers,

WHEREAS, the City of Fond du Lac appointed Victoria Timreck in May 2023. Ms. Timreck is no longer going to be a Humane Officer for the City and Sandi Paws Rescue, Inc.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Fond du Lac that the following appointment by the City Manager as a Humane Officer is hereby confirmed:

<u>Name</u>	<u>Organization</u>	<u>Term</u>
Katie McNamara	Critter Junction Pet Rescue	2024

ADOPTED:

Tiffany Brault, President
Fond du Lac City Council

Attest:

City Attorney:

Margaret Hefter, City Clerk

Reviewed DSM

CITY OF FOND DU LAC - Memorandum

City Attorney/Human Resources Department

Date: October 16, 2024

To: City Council and City Manager

From: Deborah Hoffmann, City Attorney/Director – Human Resources

Re: Adding a Humane Officer

The City has entered into contracts with several local animal rescue organizations to provide services to the City. Resolution 9146 adds Katie McNamara as a Humane Officer for the City of Fond du Lac. Katie has many years of experience rescuing animals and will be a welcome addition to the City's Humane Officers.

Staff recommends approval.