

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

Legislative Chambers  
160 S Macy Street

June 25, 2025  
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**

**3. CONSENT AGENDA**

- a. June 11, 2025 Minutes
- b. List Of Claims Dated June 18, 2025

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

**5. ACTION ITEMS**

- a. City Clerk, Dated June 18, 2025  
Annual Liquor License Renewals  
Introduction: City Clerk
- b. Resolution No. 9186  
A Resolution Waiving The Prohibition Against Possession Of  
Alcoholic Beverages On Public Ways For Fat Joe's Live Music At  
Fondue Fest  
Introduction: City Clerk
- c. Resolution No. 9187  
A Resolution Making An Appointment To The City Plan Commission  
Introduction: City Manager
- d. Resolution No. 9188  
A Resolution Appointing A Temporary Municipal Judge For The  
Lakeside Municipal Court To Fill A Temporary Term Until An  
Election Is Held On November 4, 2025  
Introduction: City Attorney
- e. Resolution No. 9189  
A Resolution Ordering A Special Election For Municipal Judge Of  
The Lakeside Municipal Court To Be Held On November 4, 2025  
Introduction: City Attorney
- f. Resolution No. 9190  
A Resolution Approving The Final Plat Of The Eastern Ridge Estates  
Phase 2 Subdivision  
Introduction: Community Development Director

**6. PRESENTATION OF INPUT ITEMS**

- a. Donations and Fond du Lac County Historical Society  
Investment Updates  
Presented By: City Manager and Lisa Pauly Lefebber
- b. 2026 Budget Overview  
Presented By: City Manager and Director of Administration

**7. ADJOURN**

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

Title: June 11, 2025 Minutes

Subject: June 11, 2025 Minutes

Initiator:

Recommendation:

**ATTACHMENTS:**

File Name

Minutes\_2025\_6\_11\_Meeting(1228).pdf

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

Legislative Chambers  
160 S Macy Street

June 11, 2025  
6:00 PM

**CALL TO ORDER**

Roll Call

Present

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

Administrative Staff

Joseph Moore, City Manager  
Dyann Benson, Community Development Director  
Tricia Davi, Director of Administration  
Chad Wade, Legal Counsel  
Paul De Vries, Director of Public Works  
Cody Schoepke, WTRRF Superintendent  
Jon Mark Bolthouse, Library Director  
Jason Laridaen, Assistant Police Chief  
Erick Gerritson, Fire Chief  
Jason Roberts, Assistant 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.

**CONSENT AGENDA**

May 28, 2025 Council Minutes

List Of Claims Dated June 4, 2025

Denial Of Claim

Claimant: Sharon Sandmayr

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

#### **AUDIENCE COMMENTS (Agenda and Non-agenda items)**

##### Spoke In Opposition Of Non-Agenda Item: Road Construction:

Thomas Oliver, 190 Sheboygan Street, Fond du Lac

##### Spoke Otherwise On Agenda Item 6b: Five Bugles Design Feasibility Analysis:

Donna Richards, 121 N. National Avenue, Fond du Lac

##### Spoke Otherwise On Non-Agenda Item: Financial and Housing Reports:

Donna Richards, 121 N. National Avenue, Fond du Lac

#### **ACTION ITEMS**

City Clerk, Dated June 4, 2025

A Motion was made by Patrick Mullen to approve Annual Liquor License Renewals and seconded by Antonio Godfrey, Sr., and the motion was **Passed**.

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Resolution No. 9182

File No. 2025-003

A Motion was made by Antonio Godfrey, Sr. to approve Resolution No. 9182 A Resolution Making Reappointments To The Ethics Board and seconded by Keith Heisler, and the motion was **Passed**.

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Resolution No. 9183

File No. 2025-66

A Motion was made by Keith Heisler to approve Resolution No. 9183 A Resolution Pertaining To The Compliance Maintenance Annual Report For The Wastewater Treatment & Resource Recovery Facility and seconded by Patrick Mullen, and the motion was **Passed**.

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Resolution No. 9184

File No. 2025-67

A Motion was made by Patrick Mullen to approve Resolution No. 9184 A Resolution Authorizing Sale Of Land In The Fox Ridge Industrial Park and seconded by Antonio Godfrey, Sr., and the motion was **Passed**.

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Resolution No. 9185

File No. 2025-68

A Motion was made by Thomas Schuessler to approve Resolution No. 9185 A Resolution Approving And Authorizing The Execution Of The Working Conditions Agreement City of Fond du Lac Transit Employees Union, Local 1366 - AFSCME, AFL-CIO and seconded by Brett Zimmermann, and the motion was **Passed**.

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

#### **PRESENTATION OF INPUT ITEMS**

Biosolids And RNG Project Update

Biosolids and RNG Project Update was presented by City Manager Joe Moore and WTRRF Superintendent Cody Schoepke.

Five Bugles Design Feasibility Analysis

Five Bugles Design Feasibility Analysis was presented by City Manager Joe Moore, Fire Chief Erick Gerritson, and Senior Emergency Services Specialist Jim Schmidt.

#### **ADJOURN**

A Motion was made by Brett Zimmermann to adjourn at 7:25 p.m. and seconded by Angela Luehring, and the motion was **Passed**.

Ayes: Brault, Godfrey, Sr., Heisler, Luehring, Mullen, Schuessler, Zimmermann

Margaret Hefter  
City Clerk

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

Title: List Of Claims Dated June 18, 2025

Subject: List Of Claims Dated June 18, 2025

Initiator:

Recommendation:

**ATTACHMENTS:**

File Name

List\_of\_Claims\_Memo\_06-18-25.pdf

# ***CITY OF FOND DU LAC - Memorandum***

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## **Department of Administration**

**Date:** June 18, 2025

**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 May 31, 2025 through June 13, 2025 for all funds total \$1,320,688.30. 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: City Clerk, Dated June 18, 2025

Subject: Annual Liquor License Renewals  
Introduction: City Clerk

Initiator:

Recommendation:

**ATTACHMENTS:**

**File Name**

CC\_\_M\_Annual\_License\_Renewal\_-\_Last\_one\_2025.pdf

2025-2026\_Liquor\_Notice\_2nd\_Reporter.pdf

at-109.pdf

## ***CITY OF FOND DU LAC - Memorandum***

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### **City Clerk's Office**

**Date:** June 18, 2025

**To:** City Council

**From:** Maggie Hefter, City Clerk

**Re:** Annual License Renewal Intoxicating Liquor and Fermented Malt Beverage

The City Council, at its June 11th, 2025 City Council meeting granted renewal of the majority of the annual licenses for retailing intoxicating liquor and fermented malt beverages.

Attached you will find a list of the remaining applicants being presented for your review. Applications are made to this office on forms, the content of which is prescribed by the Wisconsin Department of Revenue, Excise and Tax Bureau. It coordinates the inspection of the premises with the Fire Department, Health Services, and Inspection Services. Also included as part of the renewal process is an investigation of individuals by the Police Department. Furthermore, no license shall be granted to any person who, or premises for which, taxes, assessments or other claims of the City are delinquent and unpaid.

If any member of the Council should have questions regarding the annual license renewals please feel free to contact me.

Thank you.

CITY OF FOND DU LAC NOTICE OF APPLICATION FOR LICENSES

NOTICE IS HEREBY GIVEN that the following applications for Intoxicating Liquor and Fermented Malt Beverages Licenses have been filed for the July 1, 2025 through the June 30, 2026 license period with the City Clerk of the City of Fond du Lac, Wisconsin

**COMBINATION "CLASS B" FERMENTED MALT BEVERAGES AND INTOXICATING LIQUOR LICENSES FOR THE 2025/2026 LICENSE PERIOD**

Business Name	License Holder Name	Business Address	Agent Name
Bobs on the Avenue	JKDW Investments, LLC	689 Fond du Lac Ave	Jeffrey Korneli
Boondocks	CJ 2 Gen LLC	8 N Main St	Christopher Eckman
El Jefe Cantina	Ale House LLC	65 N Main St	Ron Boda
11:11 Burgers & Beignets	Ryonen Aaron Faris	718 W Johnsons St	Ryonen Faris
El Sombrero	MirMik LLC	445 N Pioneer Rd	Elizabeth Vasquez
Faros Family Restaurant	Artemision Inc	131 N Pioneer Rd	Konstandinos Katris
Irish's Bar	Patrick Mangan	10 Western Ave	Patrick Mangan
Korneli's Corner	JSK Investments III, Inc	8 5th Street	Jeffery Korneli
Korneli's on the Avenue	JSK Holdings 10, LLC	605 Fond Du Lac Ave	Jeffrey Korneli
The Stone Pizzeria & Catering	Dynamic Enterprises LLC	213 S Main St	Anthony Mand
Loaded Dice Bar	Loaded Dicce Bar, LLC	234 N Main St	Derek Hoekstra
Los Mezcales Bar & Grill	Los Mezcales Bar & Grill, LLC	156 Western Ave	Marlene Ocampo
Sully's Bar	Sully's Bar, LLC	384 S Main St	Rayce Fleinser
Tavern on the Avenue	JBK Investments, LLC	725 Fond du Lac Ave	Jeffery Korneli
The Dog House	Hoekstra Enterprise LLC	232 N Main Street	Dawn Louise Smet
Thelma Sadoff Center for the Arts	Thelma Sadoff Center for the Arts, Inc	51 Sheboygan St	Shannon Kupfer
Third And One	Third And One LLC	2 N Main St	Brant Bornemann

**CLASS "B" FERMENTED MALT BEVERAGE LICENSES FOR THE 2025/2026 LICENSE PERIOD**

Fuji Yummy	Fuji Yummy Japanese Restaurant Inc	221 N Peters Ave Unit B	Jing Lin
Fondy Axe Company	Fondy Axe Company, LLC	25 N Main St Suite A	Thomas Schultz Jr.

Margaret Hefter, City Clerk

Publish June 8th, 9th and 10th, 2025

## INFORMATIONAL PAMPHLET

### LICENSING FOR ALCOHOL BEVERAGES

All Section (sec.) references are to the Wisconsin Statutes

#### I. AUTHORITY

A. Municipalities – may grant (approve by licensing authority) or issue (give to applicant) licenses for the sale of alcohol beverages subject to limitations and restrictions imposed by law as follows:

1. Class “A” retailers (sec. 125.25) may sell beer to consumers in any quantity in original packages for off-premise consumption only. They may offer taste samples of beer on premises.
2. Class “B” retailers (sec. 125.26(1), (2), (3), (4), and (5)) may sell beer to consumers for on-premise or off-premise consumption.
3. Temporary Class “B” retailers (sec. 125.26(6)) may sell beer to consumers at a picnic or similar gathering of limited duration, or a single-day, multiple-location event such as a “beer walk”. Such licenses may only be issued to:
  - (1) Bona fide clubs.
  - (2) State, county, or local fair associations, or agricultural societies.
  - (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
  - (4) Posts of veterans organizations.
  - (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

A municipality may issue temporary Class “B” licenses for a single-day, multiple-location event, if all of the following apply:

- a) each license is issued for the same date and times and the licensee is the sponsor of the event held at multiple locations within the municipality on this date and at these times.
- b) an admission fee is charged for participation in the event and no additional fee is charged for service of beer at the event.

4. Temporary “Class B” retailers (sec. 125.51(10)) may sell wine to consumers at a picnic or similar gathering of limited duration, or a single-day, multiple-location event such as a “wine walk”. Such licenses may only be issued to:

- (1) Bona fide clubs.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Churches, lodges, or societies that have been in existence for at least 6 months prior to the date of application.
- (4) Posts of veterans organizations.
- (5) Chambers of commerce or similar civic or trade organizations organized under ch. 181, Wis. Stats.

A municipality may issue up to 20 temporary “Class B” licenses for a single-day, multiple-location event, if all of the following apply:

- a) each license is issued for the same date and times and the licensee is the sponsor of the event held at multiple locations within the municipality on this date and at these times.
- b) an admission fee is charged for participation in the event and no additional fee is charged for service of wine at the event.

5. “Class A” retailers (sec. 125.51(2)(a), (b), (c), (d), and (e)) may sell intoxicating liquor to consumers only in original packages for off-premise consumption. They may offer taste samples of wine or intoxicating liquor on premises. (“Class A” – (cider only) retailers may not make retail sales or offer taste samples of any intoxicating liquor other than cider.)

**Note:** A municipality **shall** issue a "Class A" license to an applicant if all of the following apply:

- a) the application is made for a "Class A" license containing the condition that retail sales of intoxicating liquor are limited to cider.
  - b) the applicant holds a Class "A" license issued for the same premises for which the "Class A" license application is made.
6. "Class B" retailers (sec. 125.51(3)(a), (c), (d), (e), and (f)) may sell intoxicating liquor to consumers for on-premise consumption. If the municipality enacts a specific ordinance under sec. 125.51(3)(b) sales may be made for off-premise consumption in quantities not exceeding four liters.
7. "Class C" retailers (sec. 125.51(3m)) may sell wine by the glass or in an opened original container for consumption on the premises where sold. Such licenses may only be issued for restaurants if the sale of alcohol beverages accounts for less than 50% of the gross receipts. It may not be issued to foreign corporations or foreign LLC's.

**Note:** Issuing a "Class C" (wine) license to businesses that are not "restaurants" (defined in sec. 97.01(14g), Wis. Stats.) such as a painting studio is prohibited. Effective July 1, 2016, "restaurant" means any building, room or place at which the predominant activity is the preparation, service, or sale of meals to transients or the general public. Any license issued in violation of state law is a void license, sec. 125.04(2), Wis. Stats.

8. Provisional retail licenses (sec. 125.185) shall be issued by municipalities. The governing body may by ordinance establish standards under which provisional licenses shall be issued and shall by ordinance designate the municipal official having authority to issue the retail licenses.
- a) May be issued only to persons applying for Class "A" (beer), Class "B" (beer), "Class A" (intoxicating liquor), "Class B" (intoxicating liquor), or "Class C" (wine) authorizing only the activities allowed under that type of license.

b) Fee shall be established by ordinance, but may not exceed \$15.

c) A provisional license expires 60 days after issuance or when the person is issued a retail license. The license may be revoked by the municipal official if he or she discovers the holder made false statements in the application.

d) A municipal official may not issue a provisional "Class B" license if the quota prohibits the issuance of such a license.

e) No person may hold more than one provisional retail license for each type of license applied for per year.

9. Operator's licenses (sec. 125.17(1), (2), and (3)), temporary operator's licenses (sec. 125.17(4)), and provisional operator's licenses (sec. 125.17(5), and (6), 125.32(2)-beer, and 125.68(2)-liquor) shall be issued to individuals 18 years of age or over who do not have an arrest or conviction record subject to secs. 111.321, 111.322 and 111.335 and will be responsible for supervising activities on Class "A" (beer), Class "B" (beer), "Class B" (intoxicating liquor), and "Class A" (intoxicating liquor) and "Class C" (wine) premises during required hours in absence of the licensee or approved agent of corporation/limited liability company. Licensed operators (bartenders) are also required on the premises of Temporary Class "B"/"Class B" licenses. Temporary operator's licenses may be issued to persons employed by or donating their services to, nonprofit corporations. No person may hold more than two temporary operator's licenses per year. New applicants must successfully complete a beverage server training course prior to issuance of the license. The municipal governing body may by ordinance establish standards for issuance of provisional operators' licenses and designate the municipal official having authority to issue them. Provisional operator's licenses shall be issued to persons enrolled in the course and who have applied for a regular operator's license.

They may also be issued to someone who held an operator's license in another municipality and has applied for an operator's license in your municipality.

10. "Class B" winery (sec. 125.51(3)(am), 125.51(1), 125.51(4)(a)1., 125.51(3)(f), 125.53) - winery capable of producing 5,000 gallons/year may sell wine only, for on or off premise consumption. "Class B" winery license does not count against municipalities' quota, and is not subject to "reserve" fee. Winery may have either one "Class A" or one "Class B" but not both; may be issued at the winery or to real estate owned or leased to the winery.

B. The Department of Revenue may issue alcohol beverage permits as follows:

1. Fermented malt beverage wholesaler permit holders (sec. 125.28(1)), may sell fermented malt beverages (beer) only in original packages to retailers or wholesalers (secs. 125.29 and 139.09)).
2. Sports "Class B" retailers (sec. 125.51(5)(a)) may sell intoxicating liquor if the facilities are not open to the general public and the municipality does not issue such licenses or to a club located in a municipality that issues "Class B" licenses, if the club is not open to the general public, was not issued a license under sec. 176.05 (4a), 1979, stats., and does not currently hold a "Class B" license.
3. Sports Class "B" retailers (sec. 125.27(1)) may sell beer if the facilities are not open to the general public. These may be issued only if the municipality does not issue such licenses.
4. County or municipal-owned airport or public facilities "Class B" retailers (sec. 125.51(5)(b)) may sell intoxicating liquor. The permit may only be issued to a designated concessionaire. (A Class "B" (beer) license must be obtained from the municipality in which the airport or public facility is located.)
5. Vessels Class B retailers (secs. 125.27(2) and 125.51(5)(c)) may be issued a permit if meeting the criteria as set forth in the statutes.
6. Brewery, brewpub, winery, wholesale liquor/beer, manufacturer and rectifier permits (secs. 125.29, 125.295, 125.53, 125.54, 125.28, and 125.52).

## II. QUALIFICATIONS

### A. Training Course.

Individuals, partners, and agents of corporations/organizations and limited liability companies must have successfully completed a Wisconsin approved responsible beverage server training course (see "Training" on the department's website at [revenue.wi.gov](http://revenue.wi.gov) or a Wisconsin technical college course unless:

1. The person is renewing a license.
2. Within the past two years the applicant held a manager's or operator's license, or held or was agent of a corporation or limited liability company that held a Class "A" (beer), Class "B" (beer), "Class A" (intoxicating liquor), "Class B" (intoxicating liquor), or "Class C" (wine) license in Wisconsin.
3. Within the past two years the person successfully completed a Wisconsin authorized training course.

B. Individual applicants for retail alcohol beverage licenses must meet the following qualifications (sec. 125.04(5)):

1. Be 21 years of age or older.
2. Does not have an arrest or conviction record subject to secs. 111.321, 111.322, and 111.335.
3. Be a continuous Wisconsin resident for at least 90 days.
4. Submit proof under sec. 77.61(11).
5. Must not be convicted of a felony, subject to secs. 111.311, 111.322, and 111.335 unless pardoned.

**Note:** Applicants for operators' licenses are not subject to 1, 3 and 4 above. See section I. number 9.

### C. Partnerships

1. Each partner must meet all of the qualifications listed in sections II.A. and II.B.
2. Each partner must be listed on the application.

D. Wisconsin or foreign corporations, nonprofit organizations and limited liability companies (sec. 125.04(5)(c)) applying for alcohol beverage licenses.

1. All officers and directors of a corporation and members or managers of a limited liability company must meet the qualifications listed under paragraphs 1 and 2 of section II.B. Only one officer of a corporation is required under Chapter 180. Limited liability companies may have 1 or more members.
2. An agent who is responsible for all activities must be appointed. The agent must meet the qualifications listed in sections II.A. and II.B. The license is not valid until the agent has been approved by the municipal licensing authority (sec. 125.04(6)).
3. Foreign corporations are not qualified to hold "Class C" wine licenses (sec. 125.51(3m)(c)).

### III. FORMS

The department will make each kind of license application that it prepares available to municipalities on its internet site at [revenue.wi.gov](http://revenue.wi.gov). It is the municipality's responsibility to copy the forms and use the copies for license applications. (**Note:** the department does not prepare managers' and operators' license applications.)

- A. ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION (AT-106). Use for all new applicants. (Always include the AT-103 Auxiliary Questionnaire along with the AT-106.)
- B. RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION (AT-115). Use only for those applying for renewal of a license, including 6-month licenses. If there is any change in the business entity, including from an individual to a partnership or corporation/limited liability company, or if a partner is added or dropped, or if a partnership is incorporated, or limited liability company formed, an original application must be submitted on Form AT-106.
- C. AUXILIARY QUESTIONNAIRE (AT-103). Must be completed by all individuals, all partners, and all officers and directors and the agent of corporations and members or managers and agent of limited liability companies making application for a license and be attached to

Form AT-106. The questionnaire must also be completed for any successor agent appointed by a corporation/limited liability company, and by all new officers and directors of corporations or new members or managers of limited liability companies applying for renewal, in which case the forms must be attached to the Form AT-115.

- D. SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION (AT-104). Must be used by all corporations, nonprofit organizations or limited liability companies when applying for an original license or whenever a new agent is appointed.
- E. TEMPORARY (PICNIC) LICENSE APPLICATION (AT-315). Must be used by bona fide clubs, chambers of commerce, churches, or organizations desiring to sell beer, and/or wine at a particular picnic or similar gathering.

### IV. INFORMATION REQUIRED OF APPLICANT

The applicant must furnish all information requested and respond to all questions asked so the licensing board/council can determine if the applicant is qualified.

- A. Applicants for Retail Beer and/or Liquor Licenses.
  1. Beginning and ending dates of the licensing period must be entered.
  2. The seller's permit number must be indicated in the upper right hand corner. New applicants should contact the nearest Department of Revenue office for an application.
  3. The type of license applied for and appropriate fees must be entered in the box in the upper right hand corner.
  4. The name of the municipality and county must be entered.
  5. The type of applicant, with complete name and mailing address must be furnished. If a trade name is used it also must be furnished. **The name on the seller's permit must be the same name on the license** (see exception below); a license must not be issued in a trade name. If the alcohol beverage license is issued to a

partnership or corporation, the seller's permit must be too; not to the agent, officer, or individual. If the applicant is a limited liability company (LLC) always issue the alcohol beverage license in the legal name of the LLC (not trade name or owner's name). The license must include the following. For a:

- Partnership - the names of all partners.
- Corporation - the name of the agent.
- Limited Liability Company - the name of the agent.

**Exception:** Some alcohol beverage licenses are issued to an LLC where the business operates as a sole proprietor or single member for sales tax purposes. In such cases the LLC's seller's permit may be issued in the name of the sole proprietor or single member of the LLC. If an LLC applies for an alcohol beverage license and furnishes a seller's permit that is not in the legal name of the LLC, call the department at (608) 266-2776 to verify whether the seller's permit is valid for the LLC.

6. A complete and accurate description of the building or buildings where alcohol beverages are to be stored, sold, or served must be furnished. The physical description on the application must be entered on the license when the application is approved.
7. All questions must be answered by the applicant and the answers evaluated by the licensing board/council to determine if the applicant is fully qualified.
8. All applications must be signed with the signatures properly notarized.

#### B. Auxiliary Questionnaire

1. A completed form must be attached to each original application for each individual, partner, officer, director, member, and agent.

#### C. Appointment of Agent (sec. 125.04(6)).

1. Must meet qualifications listed in sections II.A. and B. The agent must be located near enough so he or she can actively supervise the licensed premises.

2. The completed form for any newly-appointed agent must be approved by local licensing and enforcement officials.

## V. RESPONSIBILITY

### A. Municipalities.

1. Must ensure that required applicants have completed the responsible beverage server training course.
2. Must obtain completed application from each applicant, and record date application was filed.
3. Must obtain completed auxiliary questionnaires as described above.
4. Must obtain completed appointment of agent schedule for each new corporation or nonprofit organization or Limited Liability Company and obtain local enforcement approval. This completed form must also be obtained for all changes of agent, which must be approved by local enforcement officials. A fee of \$10 shall be paid to the licensing authority by the corporation or limited liability company for any change of agent (sec. 125.04(6)(e)).
5. Must publish all applications (including renewal applications) as provided under sec. 125.04(3)(g). Publication is not required of temporary Class "B"/"Class B" licenses. The license applicant is required to pay the costs of publication as determined by the Wisconsin Department of Administration (DOA) for publication of legal notices, pursuant to sec. 985.08.
6. Must require applications for all alcohol beverage licenses to be filed with the clerk at least 15 days prior to action by licensing authority (sec. 125.04 (3)(f)).

Exception: This requirement does not apply to:

- (a) Municipalities in Milwaukee County.
  - (b) Applications for temporary licenses under sec. 125.26(6) lasting less than four days.
7. Must enter the date the application was submitted to the licensing authority, which



must then determine that each applicant is qualified before granting the license.

8. Must enter the dates the license was granted and issued, and the license must be prepared in the exact name of the applicant with the complete physical description.
9. Must send a list of licensees issued as of July 1, each year (excluding managers, operators and picnic beer/wine licensees) to the Department of Revenue by July 15th of each year. The list must include the name, address and trade name of each licensee, including provisional retail licenses, as well as the type of license held; if the licensee is a corporation or limited liability company, include the name of the agent.

**B. Department of Revenue**

1. May issue permits to sports clubs, airports/public facilities, vessels, breweries, brewpubs, wineries, liquor wholesalers, beer wholesalers, manufacturers, rectifiers, and wine direct shippers. Permit fees are payable to the Department of Revenue.

**C. Licensees**

1. Must hold a separate license or permit covering each location or premises.
2. Must frame and post alcohol beverage licenses and seller's permits, allowing the licenses or permits to be clearly read.
3. Must keep invoices for all purchases of alcohol beverages and cigarette and tobacco products on the licensed premises for two years from the date of invoice. Alcohol beverage records may be kept on the licensed premises in electronic form (paper copies are not required).

## **VI. TRANSFERS**

Transfers of licenses are allowed only in the following situations:

- A. Licenses, except for reserve "Class B" liquor and licenses issued under sec. 125.51(4)(v), may be transferred from one premise to another within a municipality (sec. 125.04(12)(a)) no more than once in a license year for \$10. A licensee who moves

must file an AT-112 (Retail License Transfer) with the clerk of the municipality. These forms are available upon request from the department.

- B. Licenses may be transferred by completion of Form AT-108, at no charge during the license year from one person to a court-appointed receiver as a result of foreclosure or proceedings to avoid bankruptcy, or to a trustee when the licensee enters bankruptcy, or to the personal representative or surviving spouse upon the death of the licensee. If a retail licensee becomes disabled, the municipality may, upon application, transfer the license to the licensee's spouse if that spouse complies with all of the requirements under this chapter applicable to original applicants, except that the spouse is exempt from payment of the license fee for the year in which the transfer takes place (sec. 125.04(12)(b)).

- C. Licenses may be transferred by completion of Form AT-108, at no charge from one partner to another if a partner dies during the license year and the deceased's equity is assigned to a surviving or new partner.

- D. Reserve "Class B" licenses may be transferred by a municipality that has issued at least one "Class B" license to a neighboring municipality (contiguous or within two miles of the receiving municipality). The transferring municipality may transfer no more than a total of three reserve "Class B" licenses. The transferring municipality establishes the fee for the transferred license in an amount not less than \$10,000. The receiving municipality must remit the fee to the transferring municipality.

## **VII. SIX MONTH LICENSES**

- A. A Class "B" beer license may be issued for any six-month period in a calendar year at 50% of the regular annual fee, but such licenses may not be renewed during the calendar year (sec. 125.26(5)).
- B. Six-month "Class A" or "Class B" intoxicating liquor and "Class C" wine licenses may be issued for any six-month period in a calendar year at 50% of the regular annual fee, but such licenses may not be renewed during the calendar year (sec. 125.51(9)(b)).

## VIII. FEES

Annual fees are determined by the municipality up to the maximum amount listed below.

- A. Provisional Retail License – \$15 (sec. 125.185).
- B. Beer Class “A” retailer licenses – any amount set by the licensing authority (sec. 125.25(4)). Shall be prorated on the basis of the number of months remaining in license year.
- C. Beer Class “B” retailer licenses – \$100 maximum per year. Shall be prorated on the basis of the number of months remaining in the license year (sec. 125.26(4) and (5)).
- D. Temporary Class “B” (beer) licenses – \$10 (sec. 125.26(6)).
- E. Temporary “Class B” (wine) licenses – may not exceed \$10. No fee may be charged if the applicant is also applying for a temporary Class “B” license for beer (sec. 125.51(10)(a)).
- F. Wine “Class C” retailer licenses – \$100 maximum (sec. 125.51(3m)(e)). Shall be prorated on the basis of the number of months remaining in license year.
- G. “Class A” intoxicating liquor – minimum \$50 and maximum \$500 (sec. 125.51(2)(d)). Shall be prorated on the basis of the number of months remaining in the licensing period (secs. 125.51(2)(d) and (9)(a)).
- H. “Class B” intoxicating liquor – minimum \$50 and maximum \$500 (sec. 125.51(3)(e)1.). RESERVE “Class B” intoxicating liquor – minimum \$10,000 initial fee (sec. 125.51 (3)(e) 2.) plus a fee between \$50 and \$500. RENEWAL FEE – between \$50 and \$500. PREMIER ECONOMIC DEVELOPMENT DISTRICT RESERVE “Class B” intoxicating liquor – minimum \$30,000 initial fee (sec. 125.51 (3)(e)6.) plus a fee between \$50 and \$500. RESTAURANT/HOTEL under (sec. 125.51 (4)(v) – annual initial and renewal fees established locally. Shall be prorated on the basis of the number of months remaining in the licensing period (sec. 125.51 (9)(a)). Minimum fee shall not apply to licenses issued to bona fide clubs and lodges situated and incorporated in the state for at least six years.
- I. Operator's licenses – any amount set by the licensing authority (sec. 125.17(3)).
- J. Cigarette and Tobacco Products License – \$5-\$100 (sec. 134.65). Clerks approve and issue the license.
- K. Beer & Liquor statutes contain no provisions about refunds of license fees.
- L. Agent change – \$10 (sec. 125.04 (6)(e)).
- M. Licensees must file a Special Occupational Tax return (SOT) with the National Revenue Center (1-800-937-8864) (Temporary Class “B”/“Class B” licenses are exempt.)
- N. A municipality may not refund or rebate to a “Class B” licensee or a person affiliated with the “Class B” licensee, the fee paid for initial issuance of a reserve “Class B” license.

## IX. RESTRICTIONS

- A. A “Class B” intoxicating liquor license cannot be issued unless the applicant holds or has applied for a Class “B” fermented malt beverage license (sec. 125.51 (3)(f)), except to a winery.
- B. No retail fermented malt beverage license may be issued to any applicant indebted for the purchase of beer in excess of 15 days (sec. 125.33(7)(b)).
- C. No retail intoxicating liquor license may be issued to any applicant indebted for the purchase of intoxicating liquor in excess of 30 days (sec. 125.69(4)(b)).
- D. A “Class A” intoxicating liquor license cannot be issued for the same or connecting premises as a Class “B” beer, “Class B” intoxicating liquor or “Class C” wine license unless it qualifies as a hotel (sec. 125.51(8)). There is no provision for the issuance of a Class “A” beer and a Class “B” beer license for the same premises.
- E. Except as provided, no retail “Class B” intoxicating liquor license may be issued in excess of a municipality's quota (sec. 125.51 (4)).
- F. No retail “Class B” liquor license may be issued for a premises which does not meet the standards of the Department of Agriculture Trade and Consumer Protection (DATCP) for restaurants (sec. 125.68(5)).

**Note:** Effective July 1, 2016, the regulation and inspection of restaurants and lodging facilities is transferred from DHS to the Department of Agriculture Trade and Consumer Protection (DATCP).

- G. No retail liquor licensee may have any interest in a wholesale liquor establishment. No liquor wholesaler may have any interest in any retail liquor establishment ("Class A" liquor sec. 125.69(1)(a), "Class B" liquor sec. 125.69(1)(b)).
- H. Class "B" licenses may not be issued to brewers or beer wholesalers. Wholesale beer permits may not be issued to persons holding a Class "B" license or permit or to persons who have any ownership interest in a premises operating under a Class "B" license or permit (sec. 125.26(2) and 125.28(2)).
- I. No owner, lessee, or person in charge of a public place may permit the consumption of alcohol beverages on the premises of the public place, unless the person has an appropriate retail license or permit. This restriction does not apply to municipalities, buildings and parks owned by counties, regularly established athletic fields and stadiums, school buildings, campuses of private colleges, as defined in sec. 16.99 (3g), at the place and time an event sponsored by the private college is being held, churches, premises in a state fair park or clubs.

The restriction does not apply to the consumption of fermented malt beverages on commercial quadricycles, except in municipalities that have adopted ordinances prohibiting consumption of fermented malt beverages on commercial quadricycles.

"Club" means an organization, whether incorporated or not, which is the owner, lessee or occupant of a building or portion thereof used exclusively for club purposes, which is operated solely for recreational, fraternal, social, patriotic, political, benevolent or athletic purpose but not for pecuniary gain and which only sells alcohol beverages incidental to its operation.

#### J. Wine or Beer Walks:

- 1. A "wine or beer walk" is a single-day event at which customers are served a glass of beer or wine at multiple locations (e.g., jewelry stores, art galleries, clothing

boutiques, salons, furniture stores, etc.) during their shopping visits.

- 2. Effective October 23, 2015, Wisconsin law (2015 Wisconsin Act 62) authorizes a municipality to issue Temporary Class "B" (beer) licenses and Temporary "Class B" (wine only) licenses to a qualified organization, including a chamber of commerce or similar civic or trade organization organized under chapter 181 of the Wisconsin statutes to promote economic growth and opportunity within a local geographical area.
- 3. Single-Day, Multiple-Location Event
  - a) WINE EVENT: A municipality may issue to a qualified organization up to 20 Temporary "Class B" (wine only) licenses for a single-day, multiple-location event (commonly referred to as a "wine walk") on a specific date and time.
    - i. The Temporary "Class B" (wine only) licenses must be issued to the same qualified organization, who is the licensee and sponsor of the single-day, multiple-location event
    - ii. The Temporary "Class B" (wine only) licenses must be issued for the same date and time
    - iii. An admission fee must be charged for participation in the event and no additional fee can be charged for the wine
    - iv. A municipality may authorize the licensee to permit unaccompanied underage persons to be on the licensee's premise only if the underage person is acting as a designated driver and has been provided a means of identification, such as a wristband, by the licensee
    - v. No person may serve wine after 9:00 p.m. on premises for which Temporary "Class B" (wine only) licenses are issued for a single-day, multiple-location event
    - vi. A qualified organization may receive Temporary "Class B" (wine

- only) licenses for up to two events during a 12-month period, and a municipality may issue Temporary "Class B" (wine only) licenses for a total of up to two events during a 12-month period
- b) BEER EVENT: A municipality may issue to a qualified organization Temporary Class "B" (beer) licenses for a single-day, multiple-location event (commonly referred to as a "beer walk") on a specific date and time.
- i. The Temporary Class "B" (beer) licenses must be issued to the same qualified organization, who is the licensee and sponsor of the single-day, multiple-location event
  - ii. The Temporary Class "B" (beer) licenses must be issued for the same date and time
  - iii. An admission fee must be charged for participation in the event and no additional fee can be charged for service of the beer
  - iv. Municipalities may authorize a Temporary Class "B" (beer) licensee to permit underage persons on the premises for which a beer license is issued
  - v. There is no limit to the number of Temporary Class "B" (beer) licenses a municipality may issue to a qualified organization
  - vi. No person may serve beer after 12:00 a.m.(midnight) on premises for which Temporary Class "B" (beer) licenses are issued for a single-day, multiple-location event
- c) A municipality is authorized to charge a fee not exceeding \$10 for each Temporary Class "B" (beer) or Temporary "Class B" (wine only) license issued for the single-day, multiple-location event.
- d) Requirements applying to other alcohol beverage licensees also apply to Temporary "Class B" (wine only) and Temporary Class "B" (beer) licensees. Some of these requirements include:
- i. The presence of licensed operators to serve the wine or beer and/or supervise the service of wine or beer. Licensed operators are persons holding an "operator's license", often called a "bartender's license". Temporary operator's licenses may be issued to persons employed by or donating services to the qualified organization for the event. A person may hold two temporary operator licenses per year.
  - ii. Licensees must purchase all wine or beer from liquor or beer wholesalers or breweries/brewpubs authorized to self-distribute to retail licensees.
4. Applications for Temporary Class "B" (beer) or Temporary "Class B" (wine only) licenses to hold a single-day, multiple-location event should be submitted to the municipality by the qualified organization using the *Application for Temporary Class "B" / "Class B" Retailer's License* (Form AT-315). The qualified organization should list each of the participating locations, describing the premises, or submit a separate application for each of the multiple locations participating in the single-day, multiple-location event. Either method of submitting license applications is acceptable.
- K. Premier Economic Development District:**
1. A municipality may by ordinance enacted by at least a two-thirds vote of the governing body designate a geographic area within the municipality as a Premier Economic Development District (PEDD) if all of the following apply:
    - a) The geographic area does not exceed 40 acres and the boundaries of the geographic area are precisely identified in the ordinance.
    - b) no part of the geographic area is physically separated from the rest of the geographic area. (Except for public streets, similar community infrastructure, and waterways, each portion of the geographic area must be contiguous with some other portion of the geographic area.

- c) the geographic area does not include any land zoned exclusively for industrial use or zoned exclusively for single-family or two-family residence.
  - d) The PEDD must have an estimated comprehensive new construction assessed valuation increase of at least \$20,000,000 certified by an independent third-party appraiser or marketing research firm.
2. A municipality designating a PEDD may issue up to two reserve "Class B" licenses, with an initial issuance fee of at least \$30,000 per license.
  3. A municipality may not designate more than one PEDD.

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

Title: Resolution No. 9186

Subject: A Resolution Waiving The Prohibition Against Possession  
Of Alcoholic Beverages On Public Ways For Fat Joe's Live  
Music At Fondue Fest  
Introduction: City Clerk

Initiator:

Recommendation:

**ATTACHMENTS:**

**File Name**

9186\_Resolution\_Waiver\_Alcohol\_on\_Streets\_Waiver\_Fat\_Joe\_s\_at\_Fond\_Du\_fest\_2025.pdf

Fat\_Joe\_s\_Fondue\_Fest\_Letter\_for\_CC.pdf

9-06-25\_Fat\_Joe\_s\_Live\_Music\_At\_Fondu\_Fest\_Map.pdf

## **RESOLUTION NO. 9186**

### **A RESOLUTION WAIVING THE PROHIBITION AGAINST POSSESSION OF ALCOHOLIC BEVERAGES ON PUBLIC WAYS FOR FAT JOE'S LIVE MUSIC AT FONDUE FEST**

**WHEREAS**, Fat Joe's wants to have live music and serve alcohol in front of his premises at 15 W. Division Street; and

**WHEREAS**, Section 400-15, of the Code of the City of Fond du Lac, Wisconsin, allows the City Council to grant permission to waive the prohibition against public consumption of alcoholic beverages in City streets; and

**WHEREAS**, Fat Joe's requests a waiver of the prohibition against public consumption on September 6, 2025 in front of his building at 15 N Division, as shown on the map with his application, between the following hours:

8:00 a.m. to 10:00 p.m.; and

**WHEREAS**, the above-described waiver for this event is contingent upon County obtaining a Special Event permit for the event pursuant to Chapter 562 of the Code of the City of Fond du Lac and complying with all regulations contained within and related to Chapter 562 for Special Events; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Fond du Lac that the prohibition against public consumption of alcoholic beverages in City streets for the date and hours listed above are hereby waived and contingent upon Fat Joe's obtaining a Special Event permit for the event pursuant to Chapter 562 of the Code of the City of Fond du Lac and complying with all regulations contained within and related to Chapter 562 for Special Events.

**BE IT FURTHER RESOLVED** that notwithstanding anything in this Resolution, no glass containers or carry-ins are permitted in the described street areas, meaning that the prohibition contained in Code Section 400-15., shall continue to apply to glass containers and carry-ins.

**BE IT FURTHER RESOLVED** that proper City officials and/or City staff are hereby authorized and directed to take any necessary actions in furtherance hereof and in support of such request.

**ADOPTED:**

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Tiffany Brault, President  
Fond du Lac City Council

Attest:

City Attorney:

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Margaret Hefter, City Clerk

Reviewed DSM



To the Appropriate Committee and Persons,

I am writing to request an extension of premises to serve alcohol on the street directly in front of 15 W. Division Street, Fond du Lac, WI 54935, on September 6, 2025, from 8:00 AM to 10:00 PM. We will be providing live music throughout the day, beginning at 11:00 AM, to complement the other activities during the Fond du Fest festival.

All patrons identified as of legal drinking age will be given a colored wristband in order to consume alcohol.

Thank you for your consideration.

Sincerely,  
Todd Berg,  
Owner  
Fat Joe's Burgers and Brew

Parking  
Lot



Jet  
pass

Truck + one

N  
wfe  
S

X + +

Stage Trailer

Dixon St.

Bear / Conservation

X + X

Chase Banks

X - Gas tanks  
O - Pottery  
restroom

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

Title: Resolution No. 9187

Subject: A Resolution Making An Appointment To The City Plan  
Commission  
Introduction: City Manager

Initiator:

Recommendation:

**ATTACHMENTS:**

File Name

resolution\_9187.pdf

Schumacher\_Redacted.pdf

**RESOLUTION NO. 9187**

**A RESOLUTION MAKING AN APPOINTMENT  
TO THE CITY PLAN COMMISSION**

**BE IT RESOLVED** by the City Council of the City of Fond du Lac that the following appointment by the City Manager to the City Plan Commission is hereby confirmed:

Plan Commission  
Brent Schumacher

Beginning  
06/26/2025

Ending  
04/30/2027

**ADOPTED:**

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Tiffany Brault, President  
Fond du Lac City Council

Attest:

City Attorney:

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Margaret Hefter, City Clerk

Reviewed DSM

Date 6/2/2025

Address

Schwacher Leistung

**Please note:** By filing this application with the City of Fond du Lac, applicant acknowledges that personal information on this form may be published in the annual Fond du Lac Boards and Commissions Directory and distributed to members, staff and the public.

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

Title: Resolution No. 9188

Subject: A Resolution Appointing A Temporary Municipal Judge For  
The Lakeside Municipal Court To Fill A Temporary Term  
Until An Election Is Held On November 4, 2025  
Introduction: City Attorney

Initiator:

Recommendation:

**ATTACHMENTS:**

**File Name**

9188\_Resolution\_TemporaryJudgeAppointment.pdf

Municipal\_Court\_Judge\_Vacancy\_Memo.pdf

## RESOLUTION 9188

### A RESOLUTION APPOINTING A TEMPORARY MUNICIPAL JUDGE FOR THE LAKESIDE MUNICIPAL COURT TO FILL A TEMPORARY TERM UNTIL AN ELECTION IS HELD ON NOVEMBER 4, 2025

**WHEREAS**, the Lakeside Municipal Court serves multiple municipalities, including the City of Fond du Lac; and

**WHEREAS**, the position of Municipal Judge for the Lakeside Municipal Court has been vacated or otherwise requires temporary appointment to maintain judicial operations; and

**WHEREAS**, the Lakeside Municipal Court Executive Committee has reviewed qualified candidates and has recommended an individual to serve as Temporary Municipal Judge; and

**WHEREAS**, the City of Fond du Lac supports the recommendation of the Lakeside Municipal Court Executive Committee to ensure continuity of court functions and fair administration of justice;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Fond du Lac, Fond du Lac County, Wisconsin, as follows:

1. **Appointment:** The City of Fond du Lac hereby appoints **Troy Damsteegt** as Temporary Municipal Judge for the Lakeside Municipal Court, in accordance with the recommendation made by the Lakeside Municipal Court Executive Committee.
2. **Term of Appointment:** This appointment shall become effective on or before August 1, 2025 as mutually agreed upon by Troy Damsteegt and the Lakeside Municipal Court Office and shall continue until a duly elected Municipal Judge assumes office following the general election to be held on **November 4, 2025**, and the subsequent certification of election results.
3. **Authority:** The Temporary Municipal Judge shall have all powers, duties, and responsibilities granted under Wisconsin law and local ordinances applicable to the Municipal Court.
4. **Filing and Distribution:** A copy of this Resolution shall be filed with the Lakeside Municipal Court and distributed to all participating municipalities.

**ADOPTED:**

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Tiffany Brault, President  
Fond du Lac City Council

Attest:

City Attorney:

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Margaret Hefter, City Clerk

Reviewed DBM

# ***CITY OF FOND DU LAC - Memorandum***

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Date: June 20, 2025

To: City Manager, City Council

From: Deborah S.R. Hoffmann, City Attorney/Director of HR

Subject: Lakeside Municipal Court Judicial Vacancy and Special Election.

The City of Fond du Lac is a member of the Lakeside Municipal Court (LMC), along with 22 additional municipalities in the surrounding area. The Village of North Fond du Lac started Lakeside Municipal Court and continues to manage it. The current long-servicing municipal court judge, Hon. Jerome Jaye, has retired. His last date of service is July 31. North Fond du Lac and the LMC Executive Board have chosen a temporary replacement for Judge Jaye. Retired Ripon Police Captain Troy Damsteegt has agreed to serve as the temporary LMC Municipal Judge until a special election can be held to elect a new Municipal Court Judge. Resolution 9188 needs to be passed by City Council before July 15 to ensure the continuity of court functions and processes.

State law (§ 8.50(4)(fm) Wis.Stats.) requires that a special election be held to fill this position. Resolution 9189 authorizes a special election on November 4, 2025 to fill the vacancy.

City staff recommends that City Council pass both resolutions.



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

Title: Resolution No. 9189

Subject: A Resolution Ordering A Special Election For Municipal  
Judge Of The Lakeside Municipal Court To Be Held On  
November 4, 2025  
Introduction: City Attorney

Initiator:

Recommendation:

**ATTACHMENTS:**

File Name

9189\_Resolution\_SpecialElectionJudge.pdf

## RESOLUTION 9189

### A RESOLUTION ORDERING A SPECIAL ELECTION FOR MUNICIPAL JUDGE OF THE LAKESIDE MUNICIPAL COURT TO BE HELD ON NOVEMBER 4, 2025

**WHEREAS**, a vacancy exists in the office of Municipal Judge for the Lakeside Municipal Court; and

**WHEREAS**, Wisconsin Statutes § 8.50(4)(fm) authorize the governing body of a municipality to order a special election to fill a vacancy in the office of municipal judge; and

**WHEREAS**, the City Council of the City of Fond du Lac deems it necessary to fill the vacancy in the office of Municipal Judge for the Lakeside Municipal Court;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Fond du Lac, Fond du Lac County, Wisconsin, as follows:

1. Order of Special Election: A special election is hereby ordered to be held on November 4, 2025, for the purpose of electing a Municipal Judge for the Lakeside Municipal Court.
2. Notice of Election: The Fond du Lac County Clerk is directed to provide notice of the special election as required by Wisconsin Statutes 8.50(1)(b).
3. Filing of Candidacy: Candidates for the office of Municipal Judge shall file their declarations of candidacy with the Fond du Lac County Clerk no later than 5:00 p.m. on September 9, 2025, in accordance with Wisconsin Statutes 8.05.
4. Ballot Preparation: The Fond du Lac County Clerk is authorized and directed to prepare and distribute ballots for the special election in accordance with Wisconsin Statutes 5.60.
5. Conduct of Election: The special election shall be conducted in accordance with all applicable provisions of Wisconsin law governing the conduct of municipal elections.

#### **ADOPTED:**

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Tiffany Brault, President  
Fond du Lac City Council

Attest:

City Attorney:

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Margaret Hefter, City Clerk

Reviewed



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

Title: Resolution No. 9190

Subject: A Resolution Approving The Final Plat Of The Eastern  
Ridge Estates Phase 2 Subdivision  
Introduction: Community Development Director

Initiator:

Recommendation:

**ATTACHMENTS:**

**File Name**

9190\_Resolution\_approving\_Eastern\_Ridge\_Phase\_2.pdf

Eastern\_Ridge\_Estates\_Phase\_2\_-\_Final\_Plat\_Memo.pdf

5405-EASTERN\_RIDGE\_ESTATES\_PHASE\_2.pdf

6-16-25\_Plan\_Commission\_Excerpt\_Eastern\_Ridge\_Final\_Plat.pdf

## **RESOLUTION NO. 9190**

### **A RESOLUTION APPROVING THE FINAL PLAT OF THE EASTERN RIDGE ESTATES PHASE 2 SUBDIVISION**

**WHEREAS**, the Preliminary Plat was reviewed and approved by the Plan Commission on February 12, 2020; and

**WHEREAS**, the City Plan Commission recommended approval of the Eastern Ridge Estates Phase 2 Subdivision, subject to the following corrections and conditions:

1. Bearings and Distances are not plotted on the map.
2. Add lot dimensions
3. Provide storm easement to City of Fond du Lac on south side of lot 24.
4. This project will include the construction of city utilities in future right of-way or easements located in future phases. Provide easements to City of Fond du Lac under separate document. Locations include:
  - a. Storm sewer on future Sedona Court and lots 26 and 27.
  - b. Storm sewer on lot 39.
5. Add 7.5-foot wide private storm sewer easement on west side of lot 14 covering existing storm sewer installed in phase 1.
6. Add 7.5-foot wide private storm sewer easements on lots 15 and 16 covering the proposed storm sewer.
7. Provide drainage easement (private not to city) along lot 20 west lot line.
8. Provide drainage easement (private not to city) along lots 21 and 22 for swale towards pond.
9. Provide electrical easement to city for electrical service as needed.
10. There are existing easements near CTH K. There is a Wisc. Tel. Co. easement and gas pit easement. The gas pit easement is not actually in the right-of-way and probably does not affect the city in any way. Do any of these easements affect any of the proposed work? Provide a copy of any easements that are in the proposed city right-of-way. Ensure that there is no conflicting language or issues that need to be addressed.
11. Make it clear which easements are to City of Fond du Lac.
12. Provide additional right-of-way north of Lynn Avenue at Mirage Court intersection. Include area sufficient to cover proposed pavement, storm sewer, water main and electrical work. This would be part of outlot 3 as currently shown.
13. Recommend adding language defining stormwater easement on lots 14-19. This is likely a private easement but perhaps could give city inspection and maintenance authority similar to our long-term stormwater management and access agreement. If it is necessary to access these properties to perform maintenance on the pond then we should have that authority but similar to the stormwater agreements the city would not actually be responsible for the inspection and maintenance. We would just be able to verify that there are no

issues and if necessary perform maintenance and charge appropriate property owners.

14. The utility easement provisions include the city for electrical and storm sewer. Electrical may make sense if an electrical service will be located on private property. We don't need any storm sewer easements in the utility easement areas except as noted above. I think we would want to remove that language so there is no implication that the city has to maintain the storm laterals in the utility easement areas.
15. The stormwater easement on outlot 3 should be to the City of Fond du Lac. This drains the public (city and county) drainage systems. We need to have some language added to plans for public drainage easement. I can write something and send separately. Probably similar to storm sewer easement.
16. Add standard city easement language below to plat (change grantor as necessary). Also this would apply easements on future lots 26, 27, 39 and Sedona Court.

**Storm Sewer.** Eastern Ridge Estates, LLC (the "Grantor") hereby grants, conveys, and warrants unto to the City of Fond du Lac (the "City"), it's successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove in the Easement Area, as indicated on the plat, upon, in, over, through and across lands owned by the Grantor so that the City may maintain a storm sewer and appurtenances in the Easement Area. The easements are subject to the following conditions:

- a. Access: The City and its agents shall have the right of reasonable ingress and egress to, over and across the Grantor's land adjacent to and upon the Easement area, as well as over the area and under the surface of the Easement Area to install, lay, operate, repair and maintain a storm sewer and appurtenances.
- b. Restoration: If the City performs any work within the Easement Area, upon completion of that work the City shall, at its cost, restore any damages to property, lawns, or pavement in the Easement Area and immediate surrounding area and all improvements thereupon, caused by the construction and or maintenance of the storm sewer main and appurtenances.
- c. Nature of Easements: The easement and agreements contained in this Agreement shall run with the land, be appurtenant to and shall pass with the title to the Easement Area and any portion thereof; and may not be transferred separately from, or severed from, title to the Easement Area or the dominant tenement thereto.
- d. Buildings and Structures: The Grantor, along with their successors and assigns, agrees within the Easement Area not to construct or place buildings, structures or other improvements, or place additional water, sewer, drainage, electric, gas, or communication facilities without the express written consent of the City.
- e. Landscaping and Vegetation: No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted.

**Drainage.** Drainage easements are hereby granted by Eastern Ridge Estates, LLC (the "Grantor"). The Grantor agrees within the Easement Area not to construct or place buildings, structures or other improvements, or modify the

grading from the elevations shown on the drainage plan for individual lots, as approved by the City of Fond du Lac, without the express written consent of all other property owners within the drainage easement. Enforcement of the drainage easement provisions shall be by the property owners and any homeowner's association, if one is created. The easement and agreements contained in this Agreement shall run with the land, be appurtenant to and shall pass with the title to the Easement Area and any portion thereof; and may not be transferred separately from, or severed from, title to the Easement Area or the dominant tenement thereto.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Fond du Lac that the Eastern Ridge Estates Phase 2 Subdivision with the conditions specified by the City Plan Commission is hereby approved.

**ADOPTED:**

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Tiffany Brault, President  
Fond du Lac City Council

Attest:

City Attorney:

Reviewed DSM

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Margaret Hefter, City Clerk

# ***CITY OF FOND DU LAC - Memorandum***

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Engineering and Traffic Division

**Date:** June 16, 2025

**To:** Plan Commission

**From:** Chris Johnson, P.E., City Engineer

**Re:** **Eastern Ridge Estates Phase 2 - Final Plat**

The land area of Eastern Ridge Estates Phase 2 consists of 7.3 acres of land east of the end of existing Lynn Avenue and west of County Road V. The property is zoned R-1 Single Family Residential District.

Eastern Ridge Estates Phase 2 will create eleven (11) residential lots that meet the zoning requirements for the R-1 Single Family Residential District for lot area, lot width and lot depth. The plat includes two (2) outlots; an outlot is a parcel of land that is not buildable. A 1.45-acre outlot is located at the northern area of the plat for stormwater management purposes. A 0.62-acre outlot is located at the northwest intersection of CTH V and Lynn Avenue and serves as a drainage area along with possible future development area.

The Preliminary Plat of Eastern Ridge Estates was reviewed and approved by the Plan Commission on February 12, 2020. A preliminary plat is the first step in the process to subdivide land. Approval of a preliminary plat reflects compliance with requirements of the City's subdivision and zoning codes, Comprehensive Plan, and Official Map. Following approval by the Plan Commission, a Final Plat is prepared to reflect technical revisions identified in the Preliminary Plat review. A Developer's Agreement, Street & Utility Plans, Stormwater Management Plan, and a Master Drainage Plan are separate components of the development review and approval process. Comments and revisions noted are necessary to be included due to the revisions of the Street & Utility Plans.

A Final Plat is reviewed by the Plan Commission and City Council, and by the State as an approving agency. If the Final Plat conforms substantially to the Preliminary Plat, including any conditions of that approval, and to local plans and ordinances, it is entitled to approval. (§ 236.11(1)(b), Wis. Stats.)

Recommendation
----------------

The Final Plat of Eastern Ridge Estates Phase 2 is consistent with the Preliminary Plat approved by the Plan Commission on February 12, 2020. Several minor technical revisions to the plat are required; however, the revisions do not affect lot layout or the plat configuration.

City Engineering and Community Development staff suggest the Plan Commission recommend to the City Council approval of the Final Plat, subject to the following:

1. Bearings and Distances are not plotted on the map.
2. Add lot dimensions
3. Provide storm easement to City of Fond du Lac on south side of lot 24.
4. This project will include the construction of city utilities in future right of-way or easements located in future phases. Provide easements to City of Fond du Lac under separate document. Locations include:
  - a. Storm sewer on future Sedona Court and lots 26 and 27.
  - b. Storm sewer on lot 39.
5. Add 7.5-foot wide private storm sewer easement on west side of lot 14 covering existing storm sewer installed in phase 1.
6. Add 7.5-foot wide private storm sewer easements on lots 15 and 16 covering the proposed storm sewer.
7. Provide drainage easement (private not to city) along lot 20 west lot line.
8. Provide drainage easement (private not to city) along lots 21 and 22 for swale towards pond.
9. Provide electrical easement to city for electrical service as needed.
10. There are existing easements near CTH K. There is a Wisc. Tel. Co. easement and gas pit easement. The gas pit easement is not actually in the right-of-way and probably does not affect the city in any way. Do any of these easements affect any of the proposed work? Provide a copy of any easements that are in the proposed city right-of-way. Ensure that there is no conflicting language or issues that need to be addressed.
11. Make it clear which easements are to City of Fond du Lac.
12. Provide additional right-of-way north of Lynn Avenue at Mirage Court intersection. Include area sufficient to cover proposed pavement, storm sewer, water main and electrical work. This would be part of outlot 3 as currently shown.



[Type here]

13. Recommend adding language defining stormwater easement on lots 14-19. This is likely a private easement but perhaps could give city inspection and maintenance authority similar to our long-term stormwater management and access agreement. If it is necessary to access these properties to perform maintenance on the pond then we should have that authority but similar to the stormwater agreements the city would not actually be responsible for the inspection and maintenance. We would just be able to verify that there are no issues and if necessary perform maintenance and charge appropriate property owners.
14. The utility easement provisions include the city for electrical and storm sewer. Electrical may make sense if an electrical service will be located on private property. We don't need any storm sewer easements in the utility easement areas except as noted above. I think we would want to remove that language so there is no implication that the city has to maintain the storm laterals in the utility easement areas.
15. The stormwater easement on outlot 3 should be to the City of Fond du Lac. This drains the public (city and county) drainage systems. We need to have some language added to plans for public drainage easement. I can write something and send separately. Probably similar to storm sewer easement.
16. Add standard city easement language below to plat (change grantor as necessary). Also this would apply easements on future lots 26, 27, 39 and Sedona Court.

**Storm Sewer.** Eastern Ridge Estates, LLC (the "Grantor") hereby grants, conveys, and warrants unto to the City of Fond du Lac (the "City"), it's successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove in the Easement Area, as indicated on the plat, upon, in, over, through and across lands owned by the Grantor so that the City may maintain a storm sewer and appurtenances in the Easement Area. The easements are subject to the following conditions:

- a. Access: The City and its agents shall have the right of reasonable ingress and egress to, over and across the Grantor's land adjacent to and upon the Easement area, as well as over the area and under the surface of the Easement Area to install, lay, operate, repair and maintain a storm sewer and appurtenances.
- b. Restoration: If the City performs any work within the Easement Area, upon completion of that work the City shall, at its cost,

restore any damages to property, lawns, or pavement in the Easement Area and immediate surrounding area and all improvements thereupon, caused by the construction and or maintenance of the storm sewer main and appurtenances.

- c. Nature of Easements: The easement and agreements contained in this Agreement shall run with the land, be appurtenant to and shall pass with the title to the Easement Area and any portion thereof; and may not be transferred separately from, or severed from, title to the Easement Area or the dominant tenement thereto.
- d. Buildings and Structures: The Grantor, along with their successors and assigns, agrees within the Easement Area not to construct or place buildings, structures or other improvements, or place additional water, sewer, drainage, electric, gas, or communication facilities without the express written consent of the City.
- e. Landscaping and Vegetation: No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted.

**Drainage.** Drainage easements are hereby granted by Eastern Ridge Estates, LLC (the “Grantor”). The Grantor agrees within the Easement Area not to construct or place buildings, structures or other improvements, or modify the grading from the elevations shown on the drainage plan for individual lots, as approved by the City of Fond du Lac, without the express written consent of all other property owners within the drainage easement. Enforcement of the drainage easement provisions shall be by the property owners and any homeowner’s association, if one is created. The easement and agreements contained in this Agreement shall run with the land, be appurtenant to and shall pass with the title to the Easement Area and any portion thereof; and may not be transferred separately from, or severed from, title to the Easement Area or the dominant tenement thereto.

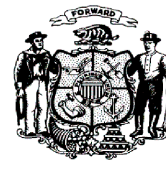
# EASTERN RIDGE ESTATES PHASE 2

PART OF OUTLOT 1, CSM NO. 8381, & PART OF OUTLOT 2, EASTERN RIDGE ESTATES, BEING A PART OF THE  
NW 1/4 OF THE SE 1/4 & PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, T. 15 N.-R. 18 E.,  
CITY OF FOND DU LAC, FOND DU LAC COUNTY, WISCONSIN

SHEET 1 OF 2 SHEETS

There are no objections to this plat with respect to  
Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2),  
Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified \_\_\_\_\_, 20\_\_



Department of Administration

NOTE: ALL OTHER LOT CORNERS STAKED WITH 1"  
O.D. X 18" IRON PIPE, WEIGHING 1-13 LBS/LIN. FT.

## MEASUREMENTS:

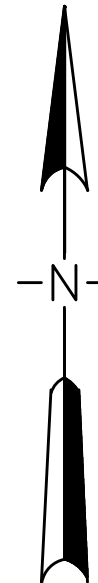
ALL MEASUREMENTS ON THIS PLAT HAVE BEEN MADE  
TO THE NEAREST ONE-HUNDREDTH OF A FOOT.

## LEGEND

- 1" IRON PIPE FOUND IN PLACE
- 2" IRON PIPE FOUND IN PLACE
- 1" IRON PIPE W/CAP
- 2.375" (O.D.) X 18" IRON PIPE SET  
WEIGHING 3.65 LBS. PER LINEAL FOOT
- ( ) RECORDED INFORMATION

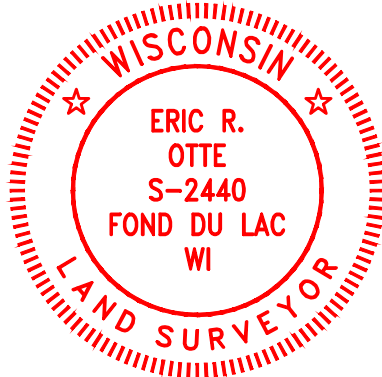
60 0 60 120  
SCALE 1"=60' FEET

NORTH POINT REFERENCED TO THE NORTH LINE OF THE  
SE 1/4, SECTION 7-15-18 RECORDED AS N89°19'22"W  
PER FOND DU LAC COUNTY COORDINATE SYSTEM



Parcel Line Table		
Line #	Direction	Length
L1	S09°09'43"W	26.52'
L2	S03°14'57"E	23.23'

Curve Table							
Curve #	Length	Radius	Delta	Chord Direction	Chord Length	Tan. Brg. In	Tan. Brg. Out
C1	23.19'	332.73'	3°59'33"	S10°25'07"W	23.18'	S12°24'53"W	S08°25'20"W
C2	7.92'	266.94'	1°41'58"	N09°16'51"E	7.92'	N10°07'51"E	N08°25'52"E
C3	46.38'	540.59'	4°54'56"	N80°24'11"W	46.36'	N77°56'43"W	N82°51'38"W
C4	40.06'	465.31'	4°56'00"	S80°26'15"E	40.05'	S77°58'15"E	S82°54'15"E
C5	46.65'	332.95'	8°01'42"	S16°01'57"W	46.61'	S20°02'48"W	S12°01'06"W
C6	67.54'	266.95'	14°29'43"	N19°15'57"E	67.36'	N26°30'48"E	N12°01'05"E



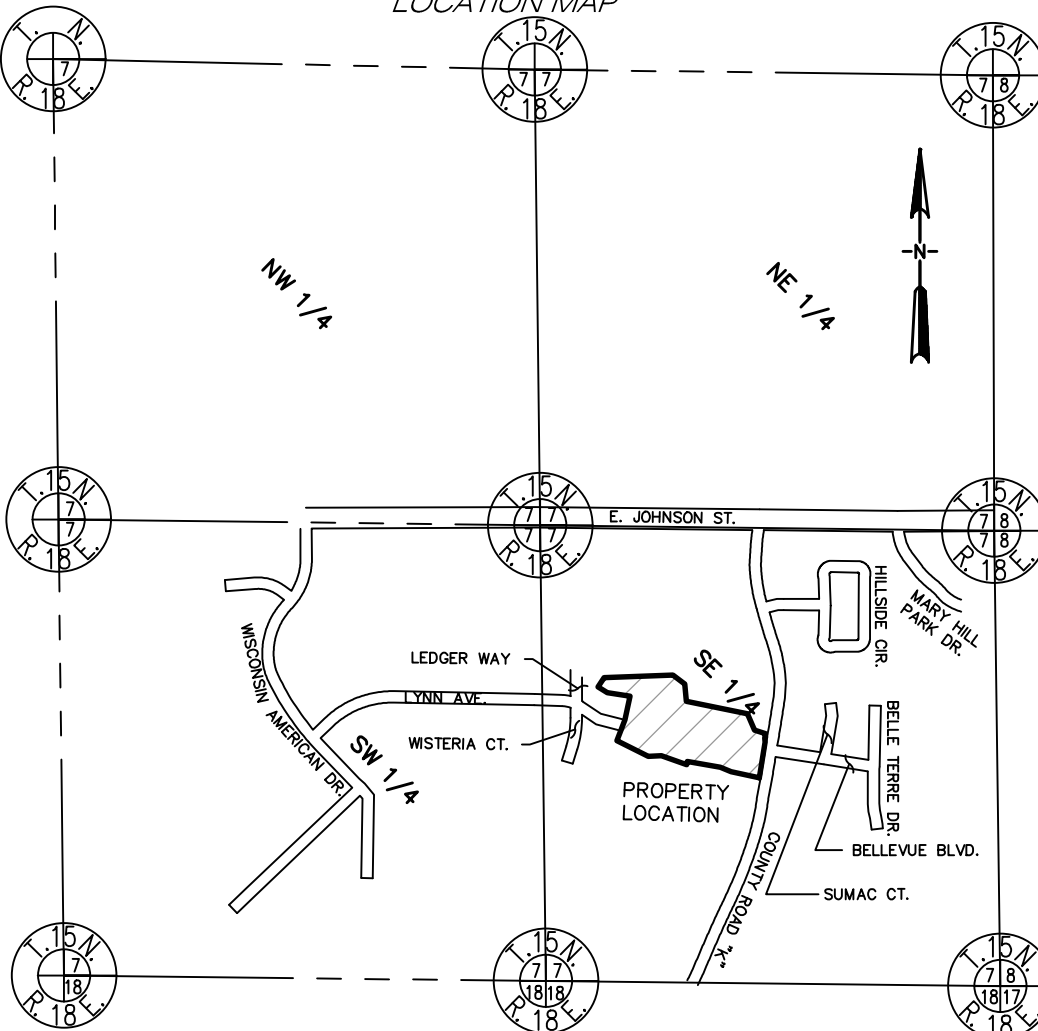
ERIC R. OTTE, P.L.S. NO. S-2440

DATED THIS 19<sup>TH</sup> DAY OF MAY, 2025.

REVISED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

REVISED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

## LOCATION MAP





# EASTERN RIDGE ESTATES PHASE 2

PART OF OUTLOT 1, CSM NO. 8381, & PART OF OUTLOT 2, EASTERN RIDGE ESTATES, BEING A PART OF THE NW 1/4 OF THE SE 1/4 & PART OF THE SW 1/4 OF THE SE 1/4 OF SECTION 7, T. 15 N.-R. 18 E., CITY OF FOND DU LAC, FOND DU LAC COUNTY, WISCONSIN

SHEET 2 OF 2 SHEETS

## CORPORATE OWNER'S CERTIFICATE OF DEDICATION

EASTERN RIDGE ESTATES, LLC, A CORPORATION DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID CORPORATION CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THE PLAT.

EASTERN RIDGE ESTATES, LLC, DOES FURTHER CERTIFY THAT THIS PLAT IS REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION:

- CITY OF FOND DU LAC
- DEPARTMENT OF ADMINISTRATION
- FOND DU LAC COUNTY PLANNING AGENCY

IN WITNESS WHEREOF, THE SAID EASTERN RIDGE ESTATES, LLC, HAS CAUSED THESE PRESENTS TO BE SIGNED BY JAMES ROBERTS, MANAGING MEMBER, AT FOND DU LAC, WISCONSIN, AND ITS CORPORATE SEAL TO BE HEREUNTO

AFFIXED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

IN THE PRESENCE OF: EASTERN RIDGE ESTATES, LLC

\_\_\_\_\_  
JAMES ROBERTS, MANAGING MEMBER

STATE OF WISCONSIN)  
FOND DU LAC COUNTY) SS

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_. JAMES ROBERTS, MANAGING MEMBER, OF THE ABOVE NAMED CORPORATION, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT, AND TO ME KNOWN TO BE SUCH MANAGING MEMBER OF SAID CORPORATION, AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH OFFICERS AS THE DEED OF SAID CORPORATION, BY ITS AUTHORITY.

\_\_\_\_\_  
NOTARY PUBLIC, \_\_\_\_\_ WIS.

MY COMMISSION EXPIRES: \_\_\_\_\_

## CERTIFICATE OF FOND DU LAC COUNTY TREASURER

STATE OF WISCONSIN )  
FOND DU LAC COUNTY ) SS

I, BRENDA SCHNEIDER, BEING THE DULY ELECTED (APPOINTED), QUALIFIED AND ACTING TREASURER OF FOND DU LAC COUNTY, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS

OF \_\_\_\_\_, 20\_\_\_\_ AFFECTING THE LANDS INCLUDED IN EASTERN RIDGE ESTATES PHASE 2.

\_\_\_\_\_  
DATE BRENDA SCHNEIDER, COUNTY TREASURER

## CERTIFICATE OF CITY OF FOND DU LAC TREASURER

STATE OF WISCONSIN )  
FOND DU LAC COUNTY ) SS

I, \_\_\_\_\_, BEING THE DULY ELECTED (APPOINTED), QUALIFIED AND ACTING TREASURER OF THE CITY OF FOND DU LAC, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS

OF \_\_\_\_\_, 20\_\_\_\_ AFFECTING THE LANDS INCLUDED IN EASTERN RIDGE ESTATES PHASE 2.

\_\_\_\_\_  
DATE CITY TREASURER

## CITY OF FOND DU LAC PLAN COMMISSION CERTIFICATE

STATE OF WISCONSIN )  
FOND DU LAC COUNTY ) SS

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

FOND DU LAC PLAN COMMISSION

\_\_\_\_\_  
CHAIRPERSON

ATTEST: \_\_\_\_\_  
SECRETARY

## CITY OF FOND DU LAC COMMON COUNCIL RESOLUTION

RESOLVED, THAT THE PLAT OF EASTERN RIDGE ESTATES PHASE 2 IN THE CITY OF FOND DU LAC, WISCONSIN, EASTERN RIDGE ESTATES, LLC, OWNERS, BE AND THE SAME IS HEREBY APPROVED BY THE COMMON COUNCIL.

\_\_\_\_\_  
PRESIDENT

I HEREBY CERIFY THAT THE FORGOING IS A TRUE COPY OF A RESOLUTION DULY ADOPTED BY THE COMMON COUNCIL OF THE CITY OF FOND DU LAC,

WISCONSIN ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
MARGARET HEFTER, CITY CLERK

## UTILITY EASEMENT PROVISIONS

AN EASEMENT FOR ELECTRIC, GAS, STORM SEWER AND COMMUNICATION SERVICE IS HEREBY GRANTED BY EASTERN RIDGE ESTATES, LLC, TO ALLIANT ENERGIES, SPECTRUM, CITY OF FOND DU LAC AND AT&T THEIR RESPECTIVE SUCCESSOR AND ASSIGNS, TO CONSTRUCT, INSTALL, OPERATE, REPAIR, MAINTAIN AND REPLACE FROM TIME TO TIME, FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF GAS, ELECTRICITY, STORM SEWER AND ELECTRIC ENERGY FOR SUCH PURPOSES AS THE SAME IS NOW OR MAY HEREAFTER BE USED AND FOR SOUND AND SIGNALS, ALL IN, OVER, UNDER, ACROSS, ALONG AND UPON THE PROPERTY SHOWN WITH THOSE AREAS ON THE PLAT DESIGNATED AS "UTILITY EASEMENT AREAS" AND THE PROPERTY DESIGNATED ON THE PLAT FOR STREETS AND ALLEYS, WHETHER PUBLIC OR PRIVATE, TOGETHER WITH THE RIGHT TO INSTALL SERVICE CONNECTIONS UPON, ACROSS, WITHIN AND BENEATH THE SURFACE OF EACH LOT TO SERVE IMPROVEMENTS THEREON, OR ON ADJACENT LOTS; ALSO THE RIGHT TO TRIM OR CUT DOWN TREES, BRUSH AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HEREIN GIVEN, AND THE RIGHT TO ENTER UPON THE SUBDIVIDED PROPERTY FOR ALL SUCH PURPOSES. THE GRANTEES AGREE TO RESTORE OR CAUSE TO HAVE RESTORED THE PROPERTY, AS NEARLY AS IS REASONABLY POSSIBLE, TO THE CONDITION EXISTING PRIOR TO SUCH ENTRY BY THE GRANTEES OR THEIR AGENTS. THIS RESTORATION, HOWEVER, DOES NOT APPLY TO THE INITIAL INSTALLATION OF SAID UNDERGROUND AND OR ABOVE GROUND GAS, ELECTRIC FACILITIES, STORM SEWER OR COMMUNICATION FACILITIES OR TO ANY TREES, BRUSH OR ROOTS WHICH MAY BE REMOVED AT ANY TIME PURSUANT TO THE RIGHTS HEREIN GRANTED. BUILDINGS SHALL NOT BE PLACED OVER GRANTEES' FACILITIES OR IN, UPON OR OVER THE PROPERTY WITHIN THE LINES MARKED "UTILITY EASEMENT AREAS" WITHOUT THE PRIOR WRITTEN CONSENT OF GRANTEES. AFTER INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE SUBDIVIDED PROPERTY SHALL NOT BE ALTERED BY MORE THAN FOUR INCHES WITHOUT THE WRITTEN CONSENT OF GRANTEES.

THE GRANT OF EASEMENT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HEIR, SUCCESSORS AND ASSIGNS OF ALL PARTIES HERETO.

## SURVEYOR'S CERTIFICATE

I, ERIC R. OTTE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED, AND MAPPED THE PLAT OF EASTERN RIDGE ESTAES PHASE 2, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

PART OF OUTLOT 1, CERTIED SURVEY MAP NO. 8381, RECORDED IN VOLUME 63, PAGE 95-95B, CERTIFIED SURVEY MAPS, FOND DU LAC COUNTY REGISTER OF DEEDS OFFICE, AND PART OF OUTLOT 2, EASTERN RIDGE ESTATES, BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 7, T. 15 N.-R. 18 E., CITY OF FOND DU LAC, FOND DU LAC COUNTY, WISCONSIN AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF THE SOUTHEAST 1/4 OF SAID SECTION 7; THENCE NORTH 89°-19'-22" WEST ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF SAID SECTION 7, 1855.05 FEET; THENCE SOUTH 00°-40'-38" WEST, 865.71 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 53°-02'-31" EAST, 85.85 FEET; THENCE SOUTH 04°-37'-51" EAST, 97.56 FEET; THENCE SOUTH 78°-22'-38" EAST, 356.40 FEET; THENCE SOUTH 24°-05'-08" EAST, 102.01 FEET; THENCE SOUTH 71°-48'-09" EAST, 65.41 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF C.T.H. "K"; THENCE SOUTH 09°-09'-43" WEST ALONG SAID WEST RIGHT OF WAY LINE, 26.52 FEET; THENCE SOUTH 03°-14'-57" EAST ALONG SAID WEST RIGHT OF WAY LINE, 23.23 FEET; THENCE SOUTH 09°-09'-43" WEST ALONG SAID WEST RIGHT OF WAY LINE, 205.79; THENCE NORTH 77°-34'-34" WEST, 163.72 FEET; THENCE NORTH 68°-25'-23" WEST, 67.07 FEET; THENCE NORTH 85°-35'-19" WEST, 193.38 FEET; THENCE NORTH 69°-57'-10" WEST, 153.64 FEET; THENCE SOUTH 86°-06'-01" WEST, 74.07 FEET; THENCE NORTH 63°-29'-13" WEST, 201.44 FEET TO A POINT ON THE WEST LINE OF SAID OUTLOT 2; THENCE NORTH 21°-07'-45" EAST ALONG SAID WEST LINE, 126.68 FEET; THENCE NORTH 12°-01'-13" EAST ALONG SAID WEST LINE, 139.25 FEET TO A POINT ON THE SOUTH LINE OF SAID OUTLOT 1; THENCE NORTH 81°-26'-06" WEST ALONG SAID SOUTH LINE, 131.23 FEET; THENCE NORTH 57°-49'-24" WEST ALONG SAID SOUTH LINE, 61.35 FEET; THENCE NORTH 32°-10'-36" EAST, 62.77 FEET; THENCE NORTH 87°-51'-20" EAST, 393.79 FEET TO THE POINT OF BEGINNING AND CONTAINING 7.30 ACRES (317,713 SQ. FT.) OF LAND, MORE OR LESS.

THAT I HAVE MADE SUCH SURVEY, LAND DIVISION, AND PLAT BY THE DIRECTION OF EASTERN RIDGE ESTATES, LLC, OWNER OF SAID LAND. THAT SUCH PLAT IS A CORRECT REPRESENTATION OF ALL THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION OF IT.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE CITY OF FOND DU LAC IN SURVEYING, DIVIDING, AND MAPPING THE SAME.

\_\_\_\_\_  
ERIC R. OTTE, P.L.S. NO. S-2440

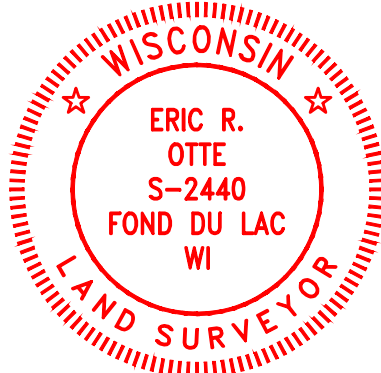
J.E. ARTHUR AND ASSOCIATES, INC.  
FOND DU LAC, WISCONSIN 54935

DATED THIS 19<sup>TH</sup> DAY OF

MAY, 2025.

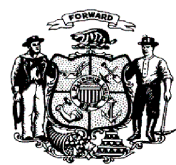
REVISED THIS \_\_\_\_\_, 20\_\_\_\_.

REVISED THIS \_\_\_\_\_, 20\_\_\_\_.  
PROJECT NO.: 729.5405



There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis Stats. as provided by s. 236.12, Wis. Stats.

Certified \_\_\_\_\_, 20\_\_\_\_



Department of Administration

**PLAN COMMISSION MINUTES**

160 S Macy Street Fond du Lac, Wisconsin  
Meeting Room A  
Monday, June 16, 2025  
5:30 P.M.

**OPENING CEREMONIES**

Attendance

Present

Jo Ann Giese-Kent  
Craig Much  
Derek TerBeest  
Patrick Mullen

Absent

Alicia Hans  
Bradley Leonhard

Declaration Quorum Present

TerBeest declared a quorum present at 5:30 p.m.

\*\*\*\*\*Other Business\*\*\*\*\*

**IV. ACTION**

**A. Final Plat**

Location: Eastern Ridge Estates Phase 2

A Motion was made by TerBeest to Approve w/ Technical  
Corrections and seconded by Much, and the motion was **Passed**.

ROLL CALL VOTE:           Aye - Much, Mullen, TerBeest, Giese-  
                                  Kent  
                                  Nay - None

Carried.

\*\*\*\*\*Other Business\*\*\*\*\*

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

Title: Donations and Fond du Lac County Historical Society  
Investment Updates

Subject: Presented By: City Manager and Lisa Pauly Lefebber

Initiator:

Recommendation:

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

Title: 2026 Budget Overview

Subject: Presented By: City Manager and Director of  
Administration

Initiator:

Recommendation:

**ATTACHMENTS:**

File Name

2025\_City\_Presentation\_to\_CC\_Budget\_Introduction\_(JUN25).pdf



# Fond du Lac 2026 Budget

Joe Moore, City Manager  
Tricia Davi, Director of Administration



# The Levy Limit Changes as Net New Construction Changes

We Currently Forecast  
Net New Construction of 1%

Absent the Use of Fund Balance, We Foresee a  
MAXIMUM Growth in the Operating Budget of  
1%



# The Leadership Team



**Jon Mark  
Bolthouse**

**Library**



**Deb  
Hoffmann**

**City Attorney &  
Human  
Resources (5)**



**Kat  
Duveneck**

**Information  
Technology  
(6)**



**Tricia  
Davi**

**Finance &  
Administration  
(13)**

**\$3.3 Million**



**Dyann  
Benson**

**Community  
Development  
(15)**



**Paul  
De Vries**

**Public Works  
(124)**



**Aaron  
Goldstein**

**Police  
(89)**



**Erick  
Gerritson**

**Fire Rescue  
(74)**

**\$36.7 Million**

**327 Permanent Positions\* – 269 in the general operating budget**

- 153 – labor agreement
- 174 – general

*\*Includes permanent full and part time positions.*



# CITY OF FOND DU LAC 2025 ADOPTED BUDGET SUMMARY

The 2025 GENERAL FUND BUDGET is as follows:

## REVENUES AND OTHER FINANCING SOURCES:

Taxes (other than property taxes)

Special Assessment Payments

Licenses and Permits

Intergovernmental Revenues

Public Charges for Services

Fines, Forfeits and Penalties

Interest and Rent

Miscellaneous Revenues

Total Revenues Excluding Property Taxes

General Property Taxes

Transfers from Other Funds

Fund Balance Applied

Unassigned Fund Balance Applied to Budget

**TOTAL REVENUES, OTHER FINANCING SOURCES**

**AND FUND BALANCE APPLIED**

2024

Budget

2025

Budget

Percent

Change

\$2,243,674

\$2,241,365

107,000

107,000

1,322,135

1,208,335

11,645,465

13,124,932

2,981,042

3,168,565

430,000

430,000

1,094,100

1,674,100

111,600

124,200

\$19,935,016

\$22,078,497

17,828,639

17,755,129

-

-

139,352

133,334

\$37,903,007

\$39,966,960

5.4%

## EXPENDITURES AND OTHER FINANCING USES:

General Government

8.3%

Public Safety

Public Works

Parks, Culture & Recreation

Community Development

**TOTAL EXPENDITURES**

Transfers to Other Funds

**TOTAL EXPENDITURES AND OTHER FINANCING USES**

3,246,397

3,293,126

23,613,558

24,864,782

6,561,081

7,157,201

2,375,680

2,465,463

1,794,891

1,805,988

37,591,607

39,586,560

5.3%

311,400

380,400

\$37,903,007

\$39,966,960

5.4%



# Strategic Priorities

For our city to grow, we must compete successfully with other Wisconsin municipalities. **Without growth our labor force will stagnate.**

These are our priorities:

- Expand the variety and quantity of **residential development** so people have the options they want at a price they can afford.
- Support the creation of **commercial, retail, and public improvements** that people want.
- Provide **superior recreation assets** like parks and trails by making improvements in what we have and adding more.
- Provide excellence in **infrastructure**.
- Deliver **operational** excellence in municipal services



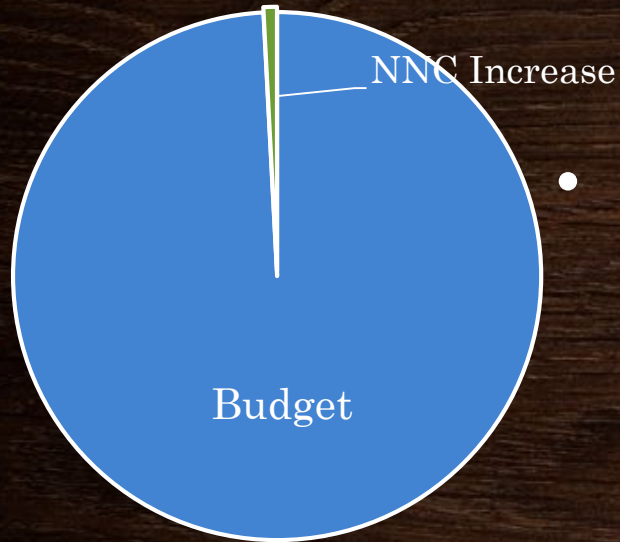


# 2026 BUDGET HIGHLIGHTS

- Main components to the budget
  - How much can the tax levy increase?
  - What are our revenues?
  - What are our expenditure realities?
  - How much fund balance needs to be applied?

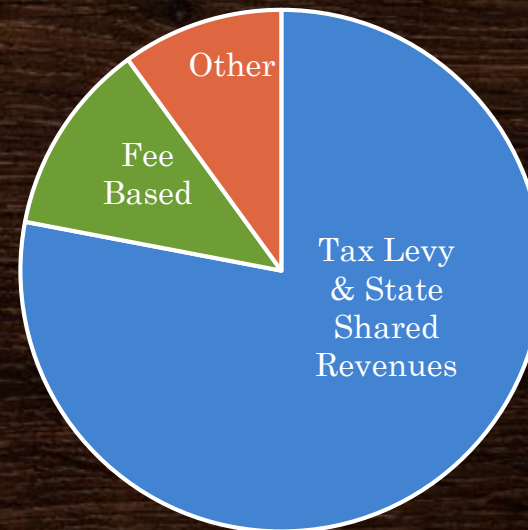


# 2026 BUDGET HIGHLIGHTS



- Tax Levy Increase:
  - Net New Construction
    - Equals about 1% or ~\$270K increase to Tax Levy)

- Revenues:
  - Tax levy
  - State Shared Revenues
  - All other revenues
    - Fee based (fines, licenses, permits)
    - Other (interest income)





# 2026 BUDGET HIGHLIGHTS

- Expenditures:
  - Personnel Services – single largest expense
    - Wages set per collective bargaining agreements for represented
    - Initial results of 2025 wage study are affordable
    - No additional positions
    - Changes to health insurance in 2025 are showing positive impacts
  - Expenditure Restraint Program
- Fund Balance:
  - Use of fund balance on par with 2024 – equiv. of less than ½ of 1%
  - Preserves our Fund Balance policy of 15% minimum of expenditures



# 2026 CAPITAL IMPROVEMENT PLAN

- Continued investments in:
  - Park amenities
  - Infrastructure (wifi, streets, storm water, sanitary sewer and water)
  - City-owned facilities
  - Public safety equipment & vehicles
  - Economic development
  - Technology
  - Housing
- Excess TIF Increment – reduce tax levy or borrowing support



# 2026 BUDGET SCHEDULE

## ✓ June 25 – Initial Budget Forecast to Council

- July 9 – Council Budget Presentation – Fire/Rescue
  - July 23 – Wage Study Presentation
  - July 23 – Council Budget Presentation – Police & Information Technology Services
  - August 13 – Council Budget Presentation – Public Works & Community Development
  - August 27 – Council Budget Presentation – Library
- August 27 – 2026 Budget and 2026-2030 Capital Improvement Plan (CIP) Presentation to Council
  - August 30 – Publish 2026 Budget & 2026-2030 CIP
  - September 17 – Special City Council Budget/CIP Deliberation Meeting
  - October 1 – Submit Budget Public Hearing Notice to Newspapers
  - October 22 – Public Hearings on City Budget & Transit Budgets
  - November 12 – Council Adopts 2026 City Budget, Tax Levy, Transit Budget and 2026-2030 CIP
  - By 3<sup>rd</sup> Monday in December – Mail Property Tax Bills



# SUMMARY

- Comprehensive, balanced budget
- Continue to provide current level of municipal services, but no flexibility
- Affordable and sustainable use of fund balance
- Implement wage study
- Targeted Capital Improvement Plan investments in public amenities, facilities, development and infrastructure



QUESTIONS