City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Agenda - Approved
COMMON COUNCIL

Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?

This meeting may be viewed LIVE on Charter Spectrum Channel 994, streaming services such as Apple TV and Roku, the Madison City Channel YouTube channel, or at https://www.cityofmadison.com/information-technology/city-channel.

Tuesday, August 4, 2026 **6:30 PM** **Via Virtual Meeting**

Virtual Meeting

The City of Madison is holding the Common Council meeting in a virtual format. Members of the public may choose to view and/or provide comment virtually at the Common Council meeting.

Written Comments: You can send comments on agenda items to allalders@cityofmadison.com

Register for Public Comment:
- Register to speak at the meeting
- Register to answer questions
- Register in support or opposition of an agenda item (without speaking)

If you want to speak at this meeting you must register. You can register at https://www.cityofmadison.com/MeetingRegistration. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

Watch the Meeting: If you would like to join the meeting as an observer, please visit https://www.cityofmadison.com/watchmeetings.

Listen by Phone: (877) 853-5257 (Toll Free) Webinar ID: 843 2988 1212

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Hu rau peb ntawm tus xov tooj los sis email hauv qab no yog tias koj xav tau kev txhais lus, kev txhais ntawv, los sis kev pab cuam cuam tshuam txog tsis taus. Cov kev pab no yog pub dawb rau koj.

608-266-4071

Council@cityofmadison.com

Speaking Limit:
3 minutes for all items.

You must register before your item is considered by the Council.

The use of audible cell phone ringers and active use and response to cellular phone technology by the governing body, staff and members of the public is discouraged in the Council Chambers while the Council is in session.

Roll Call

Notified Absences: None

Opening Remarks

Disclosures and Recusals

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

Presentation of Consent Agenda

1. 89056 Consent Agenda Document (8/4/26)

Legislative History

7/8/25	Council Office	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

At this time, a consent agenda will be moved with the recommended action listed for each item EXCEPT:

1) Items which have registrants wishing to speak. 2) Items which Alder(s) have separated out for discussion/debate purposes.

Presentations

2. 94186 Presentation by Council President Sabrina Madison on next steps regarding the Police Civilian Oversight Board and Office of the Independent Monitor

Legislative History

7/28/26	Council Office	Refer to the COMMON COUNCIL

Public Comment

Public comments will not be taken on items which are listed on the consent agenda for referral and the Council adopts the referral as part of the consent agenda OR when the Council has heard public comments on an item at a previous meeting and the item is on this agenda for discussion and action only. The Council may allow public comments in either instance by a majority vote.

Recessed Public Hearings

Report of Alcohol License Review Committee

3. 92942

Public Hearing - New License
Landmark Hotels LLC • dba Cambria Hotel Madison East
5045 Eastpark Blvd • Agent: Michelle Santek
Estimated Capacity (in/out): 40/30
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 520 (District 17)

Attachments: LICLIB-2026-00262 App.pdf
LICLIB-2026-00262 Supplemental.pdf
5045 Eastpark Blvd map.pdf

Legislative History

4/29/26	Clerk's Office	Referred for Introduction Alcohol License Review Committee- Public Hearing (5/20/26), Common Council (6/9/26)
5/5/26	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
5/20/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE Alcohol License Review Committee- Public Hearing (6/17/26), Common Council (7/7/26)
6/9/26	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
6/17/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - RECESSED PUBLIC HEARING

4. 92945

Public Hearing - New License
Tacos El Arriero Restaurant LLC • dba Tacos El Arriero Restaurant
4222 East Towne Blvd • Agent: Josefina Santiago
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 15% alcohol, 85% food
Police Sector 631 (District 17)

Attachments: LICLIB-2026-00269 App.pdf
LICLIB-2026-00269 Supplemental.pdf
4222 East Towne Blvd map.pdf

Legislative History

4/29/26	Clerk's Office	Referred for Introduction Alcohol License Review Committee- Public Hearing (5/20/26), Common Council (6/9/26)
5/5/26	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
5/20/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE Alcohol License Review Committee- Public Hearing (6/17/26), Common Council (7/7/26)
6/9/26	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
6/17/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - RECESSED PUBLIC HEARING

The conditions are:
1. Establishment shall meet the definition of a restaurant as defined in Madison General Ordinances section 38.02 at all times.
2. Alcohol sales shall cease not later than midnight.

Public Hearings

5. **93802** Appeal of the Landmarks Commission's approval of a land division at 113 Ely Place in the University Heights Historic District, Legislative File ID 93071.

Attachments: Appeal_06-22-26.pdf
Landmarks Comm File ID 93071
Public Comment 6-26-26.pdf
072026_CC_public_comment.pdf

Legislative History

7/2/26	Clerk's Office	Referred for Introduction Common Council Public Hearing 8/4/26
7/21/26	COMMON COUNCIL	Refer For Public Hearing to the COMMON COUNCIL

AGENDA NOTE: File 93802 is being re-referred to the 9/8/26 Council meeting, at the request of the appellant. Public comment will be heard when the file returns to Council on 9/8/26.

Report of Alcohol License Review Committee

6. **93780** Public Hearing - New License

Killdevil RC LLC • dba Killdevil Rum Club
2042 Atwood Ave • Agent: Mitchell Turino
Estimated Capacity (in/out): 86/0
Class B Combination Liquor & Beer • 80% alcohol, 10% food, 10% other
Police Sector 410 (District 6)

Attachments: LICLIB-2026-00359 App.pdf
LICLIB-2026-00359 Supplemental.pdf
2042 Atwood Ave map.pdf
Letter of support Killdevil Rum Club.pdf

Legislative History

7/1/26	Clerk's Office	Referred for Introduction Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

7. **93782**

Public Hearing - New License
Grandads Farm Stop LLC • dba Grandad's Farm Stop
3802 Mineral Point Rd • Agent: Patrick Randolph
Class A Beer, Class A Cider
Police Sector 208 (District 5)

Attachments: LICLIA-2026-00366 App.pdf
LICLIA-2026-00366 Supplemental.pdf
3802 Mineral Point Rd map.pdf

Legislative History

7/1/26	Clerk's Office	Referred for Introduction Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

8. **93788**

Public Hearing - New License
Osaka Madison Corporation • dba Osaka
2505 E Washington Ave • Agent: Florencia Djaja
Estimated Capacity (in/out): 50/0
Class B Beer, Class C Wine • 5% alcohol, 95% food
Police Sector 603 (District 15)

Attachments: LICLIB-2026-00412 App.pdf
LICLIB-2026-00412 Supplemental.pdf
2505 E Washington Ave map.pdf
Letter of support for Osaka Ramen.pdf

Legislative History

7/1/26	Clerk's Office	Referred for Introduction Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

9. **93795** Public Hearing - New License
Harley's Liquor & Bait Inc • dba Harley's Liquor & Bait
3838 Atwood Ave • Agent: Hiren Patel
Class A Beer, Class A Liquor, Class A Cider
Police Sector 610 (District 15)

Attachments: LICLIA-2026-00436 App.pdf
LICLIA-2026-00436 Supplemental.pdf
3838 Atwood Ave map.pdf

Legislative History

7/1/26	Clerk's Office	Referred for Introduction Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING The conditions are: 1) No single cans or single bottles of beer or fermented malt beverages. 2) Exclusion from previous condition for specialty imported beers and microbrews.

Report of Plan Commission

10. **93260** Amending Section 16.26(1)(f) of the Madison General Ordinances related to Oscar Avenue Setbacks to remove part of a setback line. (District 12)

Sponsors: Derek Field, Yannette Figueroa Cole And John P. Guequierre

Attachments: 93260-2026-03-13_Setback Release Exhibit-2150 Commercial Ave.pdf
Setback Line Amendment_Staff Report.pdf

Legislative History

5/19/26	Attorney's Office	Referred for Introduction Plan Commission Public Hearing (7/27/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer For Public Hearing to the PLAN COMMISSION
7/27/26	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING On a motion by Ald. Guequierre, seconded by Solheim, the Plan Commission recommended that the Common Council adopt the amended setback. The motion passed by voice vote/other.

End of Public Hearings

Business Presented by the Mayor

Confirmation Hearings

11. 93925 Submitting the appointment of Charles J. Romines for confirmation of a five-year term as Director of Public Works.

Sponsors: Satya V. Rhodes-Conway

Attachments: Romines Draft Contract.pdf

Legislative History

7/8/26	Human Resources Department Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

12. 94051 Submitting the appointment of David Schmiedicke for confirmation of a five-year term as Finance Director.

Sponsors: Satya V. Rhodes-Conway

Attachments: Schmiedicke Final Contract.pdf

Legislative History

7/14/26	Human Resources Department Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

13. 94053 Submitting the appointment of Christine Knapp for confirmation of a five-year term as Water Utility General Manager.

Sponsors: Satya V. Rhodes-Conway

Attachments: Knapp Final Contract Draft.pdf

Legislative History

7/15/26	Human Resources Department Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
7/28/26	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

Appointments

14. 94054 Report of the Mayor submitting resident committee appointments (introduction 7-21-2026; action 8-4-2026).

Legislative History

7/15/26	Mayor's Office Confirm 8/4/26	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to a future Meeting to Confirm to the COMMON COUNCIL

15. **94185** Report of the Mayor submitting resident committee appointments (introduction 8-4-2026; action 9-8-2026).

Legislative History

7/28/26	Mayor's Office Confirm 9/8/26	Referred for Introduction

Business Presented by the President of the Common Council

16. **89029** Confirming the Madison Common Council meeting formats through December 8, 2026:
9/8/26 - Hybrid (Virtual & CCB 201)
9/22/26 - Hybrid (Virtual & CCB 201)
10/6/26 - Hybrid (Virtual & CCB 201)
10/20/26 - Hybrid (Virtual & CCB 201)
11/10/26 (Budget) - Hybrid (Virtual & CCB 201)
11/11/26 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/12/16 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/24/26 - **Virtual**
12/8/26 - Hybrid (Virtual & CCB 201)

Legislative History

7/8/25	Council Office	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Reports of Officers

Report of Alcohol License Review Committee

17. **92962** Change of Agent
K Street LLC • dba Madison's • 119 King St
New Agent: Andrea Patino
Class B Combination Liquor & Beer
(District 4)

Attachments: 57723-51460 Agent Change App (2).pdf

Legislative History

5/20/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

18. **92995** Business Name Change
K Street LLC • Current dba: Madison's

119 King St
Class B Combination Liquor & Beer
(District 4)
New dba: Madison's and Good News Cafe & Ice Cream

Attachments: 57723-51460 Change of dba.pdf

Legislative History

5/20/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
6/17/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

19. **92997**

Change of Licensed Premises
K Street LLC • dba Madison's
Current Capacity (in/out): 200/40 • Proposed Capacity (in/out): 240/40
119 King St • Agent: Andrea Patino
Class B Combination Liquor & Beer • 60% alcohol, 40% food
Police Sector 405 (District 4)
Request to add adjacent address 117 King St, a 100 sq ft ice cream shop to the licensed premises.

Attachments: LICPCH-2026-00064 App (2).pdf

Legislative History

5/20/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
6/17/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

20. **93360**

Change of Licensed Premises
Madison Local Motive LLC • dba Local Motive
Current Capacity (in/out): 49/0 • Proposed Capacity (in/out): 80/20
646 W Washington Ave #5 • Agent: Rm Snihur
Class B Combination Liquor & Beer • 40% alcohol, 10% food, 50% other
Police Sector 404 (District 4)
Request to expand from train car #5 to include car #4 with same dimensions (approx 900 sq ft) & accessible bathroom. Private outdoor train platform area beside car #4 (approx 400 sq ft), fenced off from adjacent private parking lot.

Attachments: LICPCH-2026-00326 Change of Premises App.pdf

Legislative History

6/17/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

21. **93362**

21+ Entertainment License
Madison Local Motive LLC • dba Local Motive
Capacity (in/out): 49/0
646 W Washington Ave #5 • Agent: Rm Snihur
Class B Combination Liquor & Beer • 40% alcohol, 10% food, 50% other
Police Sector 404 (District 4)

Attachments: LICENT-2026-00327 2026 Entertainment license_Redacted.pdf

Legislative History

6/17/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

22. **93628**

Operator License Application
Joshua Drabek - Establishment where employed: Festival Foods

Attachments: DRABEK APP_Redacted.pdf
jd face sheet_Redacted.pdf

Legislative History

6/24/26	ALCOHOL LICENSE REVIEW COMMITTEE	Refer to the ALCOHOL LICENSE REVIEW COMMITTEE
7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -REPORT OF OFFICER

23. **93819**

Change of Agent
Kwik Trip Inc • dba Kwik Trip 958 • 4741 Lien Rd
New Agent: Taylor J Kohn
Class A Beer, Class A Cider
(District 17)

Attachments: LICLIB-2020-00221 Agent Change App (4).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

24. **93820**

Change of Agent
Servant 33 LLC • dba Melting Pot • 6816 Odana Rd
New Agent: Sarah Bracher
Class B Combination Liquor & Beer
(District 19)

Attachments: LICLIB-2020-00221 Agent Change App (4).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

25. **93821**

Change of Agent
Momo Sports Bar LLC • dba Momo Bar & Grill • 6402 Millpond Rd
New Agent: Kargyal Tsering
Class B Combination Liquor & Beer
(District 16)

Attachments: LICLIB-2023-00317 Agent Change App (2).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

26. **93822**

Change of Agent
Ultimate Mart LLC • dba Pick 'n Save Express #183 • 1312 S Park St
New Agent: Malvin Alini
Class A Beer, Class A Liquor
(District 13)

Attachments: LICLIA-2025-00525 Agent Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

27. **93823**

Change of Agent
Ultimate Mart LLC • dba Pick 'n Save #178 • 2502 Shopko Dr
New Agent: Emily Ash
Class A Beer, Class A Liquor
(District 12)

Attachments: LICLIA-2024-00516 Agent Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

28. **93824**

Business Name Change
Momo Sports Bar LLC • Current dba: Momo Sports Bar
6402 Millpond Rd
Class B Combination Liquor & Beer
(District 16)
New dba: Momo Bar & Grill

Attachments: LICLIB-2023-00317 dba Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

29. **93825**

Entity Reorganization
Triple Shift Entertainment LLC • dba Bowl-A-Vard
2121 East Springs Dr

Class B Combination Liquor & Beer
(District 17)
Add five new officers, remove one officer

Attachments: LICLIB-2024-00095 Officer Change App (2).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

30. **93827**

Change of Licensed Premises
On Regent Hospitality LLC • dba Greenbush Bar
Current Capacity (in/out): 55/0 • Proposed Capacity (in/out): 55/0
914 Regent St • Agent: Samuel Brown
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 202 (District 8)
Request to remove upstairs club space from licensed premises.

Attachments: LICPCH-2026-00477 App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

31. **93843**

Entity Reorganization
Attic Angel Place Inc • dba Attic Angel Place
8301 Old Sauk Rd
Class B Combination Liquor & Beer
(District 9)
Add four new officers, remove one officer

Attachments: LICLIB-2022-00539 Officer Change App (2).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

32. **93844**

Entity Reorganization
Knickerbocker Restaurant LLC • dba Everly and HWY1
2701 Monroe St Suite 270
Class B Combination Liquor & Beer
(District 13)
Add one new officer, remove two officers

Attachments: LICLIB-2016-00414 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

33. **93845**

Entity Reorganization
Delmonico's of Madison LLC • dba Johnny Delmonico's

130 S Pinckney St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove three officers

Attachments: 60459-56287 Officer Change App (3).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

34. **93846** Entity Reorganization
Cento Restaurant LLC • dba Cento
122 W Mifflin St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

Attachments: LICLIB-2014-00197 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

35. **93847** Entity Reorganization
Fresco LLC • dba Catering a Fresco at Overture
201 State St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove one officers

Attachments: 71218-77364 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

36. **93848** Entity Reorganization
Atwood Restaurant LLC • dba Bar Corallini
2004 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove two officers

Attachments: LICLIB-2019-00160 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

37. **93849** Entity Reorganization
La Pepe Inc • dba Tex Tubbs Taco Palace

2009 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove three officers

Attachments: 40159-25888 Officer Change App (3).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

38. **93850** Entity Reorganization
2089 Inc • dba Monty's Blue Plate Diner
2089 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove three officers

Attachments: 32760-16072 Officer Change App (3).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

39. **93851** Entity Reorganization
BSBC LLC • dba Bassett St Brunch Club
444 W Johnson St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

Attachments: LICLIB-2013-00747 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

40. **93852** Entity Reorganization
Luigi's Diner LLC • dba Luigi's
515 S Midvale Blvd
Class B Combination Liquor & Beer
(District 11)
Add one new officer, remove three officers

Attachments: LICLIB-2011-00648 Officer Change App (3).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

41. **93853** Entity Reorganization
Hamilton Canteen LLC • dba Canteen

111 S Hamilton St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

Attachments: LICLIB-2017-00046 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

42. **93854**

Entity Reorganization
Riverbrew LLC • dba The Coopers Tavern
20 W Mifflin St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove three officers

Attachments: 75544-85898 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

43. **93855**

Entity Reorganization
Classic Arcade Company • dba Aftershock Classic Arcade
1444 E Washington Ave
Class B Combination Liquor & Beer
(District 6)
Remove three officers

Attachments: LICLIB-2021-00429 Officer Change.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

44. **93856**

Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #178
2502 Shopko Dr
Class A Beer, Class A Liquor
(District 12)
Add three new officers, remove three officers

Attachments: LICLIA-2024-00516 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

45. **93857**

Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #131

3197 Maple Grove Dr
Class A Beer, Class A Liquor
(District 7)
Add three new officers, remove three officers

Attachments: LICLIA-2024-00526 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

46. **93858**

Entity Reorganization
Ultimate Mart LLC • dba Metro Market #179
261 Junction Rd
Class A Beer, Class A Liquor
(District 9)
Add three new officers, remove three officers

Attachments: LICLIA-2024-00517 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

47. **93859**

Entity Reorganization
Mega Marts LLC • dba Metro Market #434
6010 Cottage Grove Rd
Class B Combination Liquor & Beer
(District 3)
Add three new officers, remove three officers

Attachments: LICLIB-2024-00519 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

48. **93860**

Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #183
1312 S Park St
Class B Combination Liquor & Beer
(District 13)
Add three new officers, remove three officers

Attachments: LICLIA-2024-00525 Officer Change App.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

49. **93861**

Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs

4505 East Towne Blvd
Class B Beer
(District 17)
Remove one officer

Attachments: LICLIB-2018-00866 Officer Change (3).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

50. **93862** Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
7230 West Towne Way
Class B Beer, Class C Wine
(District 9)
Remove one officer

Attachments: LICLIB-2021-00136 Officer Change (4).pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

51. **93929** Operator License Application
Karl Shoenhard - Establishment where employed: Kelley's Market

Attachments: LICOPR-2026-00348 App Redacted.pdf
ks facesheet_Redacted.pdf
Letter from po.pdf

Legislative History

7/15/26	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER Approval contingent on the applicant providing a letter of support from an agent of the Department of Corrections prior to the August 4 meeting of the Common Council.

Report of Board of Public Works

52. **94058** Accepting sanitary sewer improvements constructed by Private Contract In 2110 Schlimgen Avenue, Private Contract No. 9194 (District 12).

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 2110 Schlimgen Sanitary Schedule A Unit Cost.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

53. **94059** Awarding Public Works Contract No. 9805, Madison Municipal Building Flagpole Replacement. (District 4)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9805.pdf
9805 award.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

54. **94060** Awarding Public Works Contract No. 9792, 2026 Sport Courts Resurfacing. (District 7, District 9, District 12, District 16, District 20)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9792.pdf
9792 award.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

55. **94061** Assessing Benefits Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District - 2025. (District 15)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 11825_EvergreenOhioSommers_Assess.pdf
SpecialAssessWaiver-2301AtwoodAve_Signed.pdf
SpecialAssessWaiver-2402CenterAve_Signed.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

56. **94062** Accepting storm sewer improvements constructed by Private Contract In 1004-1032 S. Park Street, Private Contract No. 2438 (District 13).

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 1004_1032 S Park St Storm Schedule A Unit Cost.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

57. **94066** Accepting bituminous surface pavement constructed by Private Contract in Village at Autumn Lake Phase 13 - Surface Paving, Private Contract No. 9101 (District 17)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9101 Streets Schedule A bituminous.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS

7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

58. **94067** Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Bids for the Cypress Spray Park Redevelopment. (District 14)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 26_0710 Cypress Sprayground_DRAFT PRELIMINARY PLANS.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

59. **94068** Approving plans and specifications for public improvements necessary for the project known as 1103 Regent Street and authorizing construction to be undertaken by the Developer, Private Contract No. 9798 (District 13)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9798 Exhibit.pdf

Legislative History

7/15/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

60. **94078** Approving a maintenance agreement for privately maintained improvements within the public right of way of N Frances Street adjacent to UW Kohl Center - Hall of Fame Plaza. (District 4)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: UW Maintenance Agreement - 601 W Dayton Street.pdf

Legislative History

7/16/26	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/22/26	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

Report of City Clerk

61. **89092** Report of Operator License Applications August 4, 2026. See attached report for list of operators.

Attachments: new operators

Legislative History

7/8/25	Clerk's Office	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

62. **94074** Temporary Class B Retailer License
Concurrent with Street Use Permit
Marquette Neighborhood Association
Event Location: Orton Park

Event Date: 8/28/26 5-9pm, 8/29/26 11:30am-10pm, 8/30/26 9am-8pm
Police District: 408 (District 6)
Event: Orton Park Festival

Attachments: PERCPS-2026-00174 App_Redacted.pdf

Legislative History

7/16/26	Clerk's Office	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

Recommend to grant on the condition that the Alcohol License Review Committee approves the permit.

Alcohol License Review Committee- Public Hearing (8/19/26)

7/21/26	COMMON COUNCIL	Refer to the COMMON COUNCIL

Additional referral to Alcohol License Review Committee meeting of 8/19/26.

7/21/26	COMMON COUNCIL	Referred to the ALCOHOL LICENSE REVIEW COMMITTEE

63. **94079** Temporary Class B Retailer License
Concurrent with Street Use Permit
Madison Homebrewers and Tasters Guild
Event Location: Olin Park, 1156 Olin Turville Ct
Event Date: August 8, 2026 11am - 7pm
Police District: 313 (District 14)
Event: Great Taste of the Midwest

Attachments: PERCPS-2026-00144 app_Redacted.pdf

Legislative History

7/16/26	Clerk's Office	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER
7/21/26	COMMON COUNCIL	Refer to the COMMON COUNCIL

Report of Department of Planning and Community and Economic Development

64. **94208** Re-approving a Certified Survey Map of property owned by Northside Christian Assembly located at 709 Northport Drive (District 18).

Sponsors: Planning Division

Attachments: Proposed CSM.pdf
CSM Approval Letter_07-08-25.pdf
Link to Resolution ID 88558

Legislative History

7/29/26	Department of Planning and Community and Economic Development	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

Staff recommends re-approval of the proposed CSM subject to the conditions in the July 8, 2025 approval letter.

Report of Finance Committee

65. 93617 Authorizing completion of City-County Sustainability Campus Metrics Report and addendum of the development agreement.

Sponsors: John P. Guequierre And Noah L. Lieberman

Attachments: 12.02.2025_Metrics-Report_DRAFT.pdf
Development Agreement (Final) (03.23.22).pdf
2026_07_27 - SMC - Metrics Report.pdf

Legislative History

6/16/26	Mayor's Office	Referred for Introduction Finance Committee (6/29/26), Sustainable Madison Committee (7/27/26), Common Council (8/4/26)
6/23/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE Additional referral to Sustainable Madison Committee.
6/23/26	FINANCE COMMITTEE	Referred to the SUSTAINABLE MADISON COMMITTEE
6/29/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
7/27/26	SUSTAINABLE MADISON COMMITTEE	Return to Lead with the Recommendation for Approval

66. 93643 Authorization to Enter a Sole Source Intergovernmental Agreement with the University of Wisconsin Population Health Service Fellows Program (2026 C RES-001)

Sponsors: Joann Pritchett

Attachments: 93643__Approved Non-Competitive Selection Request

Legislative History

6/17/26	Health Department	Referred for Introduction Finance Committee (7/26/26), Board of Health Madison and Dane County (7/8/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE Additional referral to Board of Health Madison and Dane County.
7/7/26	FINANCE COMMITTEE	Referred to the BOARD OF HEALTH FOR MADISON AND DANE COUNTY
7/17/26	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

67. 93749 Amending the Public Health Budget to Accept Grant Funds from the Medical College of Wisconsin (MCW), Inc. on behalf of the Advancing a Healthier Wisconsin Endowment (AHW) for Partnerships for Success: Innovative Health Support for Young Parents in Schools (*2026 C RES -002)*

Sponsors: Joann Pritchett

Legislative History

6/25/26	Health Department	Referred for Introduction Finance Committee (7/27/26), Board of Health Madison and Dane County (7/8/26), Common Council (8/4/26)
7/7/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE

Additional referral to Board of Health Madison and Dane County.

7/7/26	FINANCE COMMITTEE	Referred to the BOARD OF HEALTH FOR MADISON AND DANE COUNTY
7/17/26	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

68. **93752** Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (Citywide)

Sponsors: Tag Evers And Regina M. Vidaver

Attachments: Memo - SFY27 MWU Declaring Intent for SDWLP Reimbursements.pdf
Resolution No 93752 Declaring Official Intent to Reimburse Expenditure

Legislative History

6/26/26	Water Utility Finance Committee (7/13/26), Water Utility Board (7/28/26), Common Council (8/4/26)	Referred for Introduction
7/7/26	COMMON COUNCIL Additional referral to Water Utility Board.	Refer to the FINANCE COMMITTEE
7/7/26	FINANCE COMMITTEE	Referred to the WATER UTILITY BOARD
7/13/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
7/28/26	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

69. **93842** Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and amend the 2026 Adopted Capital Budget to appropriate the grant revenue and expenses, up to $10,000, for the Water Utility Water on Wheels (WU-WOW).

Sponsors: Regina M. Vidaver

Attachments: Memo - Authorizing the City of Madison Water Utility to accept a grant if
Resolution No 93842 Authorizing the City of Madison to accept, if award

Legislative History

7/6/26	Water Utility Finance Committee (7/27/26), Water Utility Board (7/28/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL Additional referral to Water Utility Board.	Refer to the FINANCE COMMITTEE
7/21/26	FINANCE COMMITTEE	Referred to the WATER UTILITY BOARD
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER
7/28/26	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

70. 93940 Authorizing the acceptance of a grant for $250,000 from the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant program, and authorizing contracts with WEDC and the MTZ Charitable Organization, Inc. for the use of the funds and amending the 2026 Adopted Operating Budget for Economic Development Division-Office of Business Resources' purchased services. (District 14)

Sponsors: Noah L. Lieberman

Legislative History

7/10/26	Economic Development Division Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

71. 93941 Approving a Revised Rate for the 2026 Resource Recovery Special Charge and Amending the 2026 Streets Division Operating Budget

Sponsors: Satya V. Rhodes-Conway, John P. Guequierre, Sabrina V. Madison, Badri Lankella And Derek Field

Legislative History

7/10/26	Streets Division Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

72. 93980 SUBSTITUTE: Authorizing the City to issue loans not to exceed $5,691,636.97 to the Community Development Authority related to the Monona Shores Apartments and Revival Ridge Apartments.

Sponsors: Satya V. Rhodes-Conway

Attachments: 2026 CDA promissory note amortization schedule 07132026v3.xlsx
Hyperlink
93980 v1.pdf

Legislative History

7/13/26	Finance Department Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

73. 93981 Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $173,830,000 General Obligation Promissory Notes, of the City of Madison, Wisconsin, and Directing the Final Approval of the Terms Thereof.

Sponsors: Satya V. Rhodes-Conway, Sabrina V. Madison And Carmella Glenn

Attachments: 93981 Body.pdf
2026 GO Borrowing Overview -- 7-27-2026.pdf

Legislative History

7/13/26	Attorney's Office	Referred for Introduction Finance Committee (7/27/26), Common Council (8/4/26)
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

74. **93982** Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and District 3).

Sponsors: Derek Field And Regina M. Vidaver

Attachments: Attachment 1 - Memo.pdf
Attachment 2 - Non-Competitive Selection Request - Strand Associates,
Resolution - Authorizing a Non-competitive Contract with Strand Associa

Legislative History

7/14/26	Water Utility	Referred for Introduction Finance Committee (7/27/26), Water Utility Board (7/28/26), Common Council (8/4/26)
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE Additional referral to Water Utility Board.
7/21/26	FINANCE COMMITTEE	Referred to the WATER UTILITY BOARD
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
7/28/26	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

75. **93983** Authorizing the Parks Division to submit, and if awarded, accept a grant of up to $1,505,000 from Dane County Conservation Fund Grant Program for acquisition of park land acquired from Madison Crushing & Excavating, Inc. and authorizing the Mayor and City Clerk to enter into a contract with Dane County to accept the grant award.

Sponsors: Sabrina V. Madison, Derek Field And Noah L. Lieberman

Legislative History

7/14/26	Parks Division	Referred for Introduction Finance Committee (7/27/26), Common Council (8/4/26)
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

76. **94044** Approving the design of a site-specific public artwork for the South Point Public Works Facility (402 S Point Road) and authorizing the Mayor and City Clerk to enter into a competitively selected agreement with The Milligan Studio, LLC. for fabrication, delivery, and installation. (District 1)

Sponsors: Ellen Zhang

Attachments: The Miligan Studio Sky Plow - South Point Public Works Facility.pdf

Legislative History

7/14/26	Planning Division	Referred for Introduction Finance Committee (7/27/26), Common Council (8/4/26)
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

77. **94045** Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026; and Providing for Other Details and Covenants with Respect Thereto and Authorizing an Amendment to the 2026 Water Utility Capital Budget.

Sponsors: Regina M. Vidaver

Attachments: Item 2 - Memo - SDWLP Rev Bonds.pdf
Item 2 - Resolution - Madison Water Utility 2026 SDWLP Subordinate W
Item 2 - Legislation Details - SDWLP Rev Bonds.pdf

Legislative History

7/14/26	Attorney's Office	Referred for Introduction Finance Committee (7/2726), Common Council (8/4/26)
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER
7/28/26	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

78. **94047** Approving the design for the State Street Campus Garage/Hawthorne Court Percent for Art Project, authorizing the Mayor and City Clerk to execute an agreement with StudioKCA, LLC for design, fabrication, delivery and installation of a site-specific public art feature, and dissolving the State Street Campus Garage/Hawthorne Court Public Art Ad-Hoc Committee. (District 2)

Sponsors: Ellen Zhang, Will Ochowicz And Michael E. Verveer

Attachments: StudioKCA_Cheerio_State Street Campus Garage.pdf
260717 STR State Street Garage Installation_DD100 Calculation Report
260717 STR State Street Garage Installation_DD100 Permit Set_Sealed

Legislative History

7/14/26	Planning Division	Referred for Introduction Finance Committee (7/27/26), Common Council (8/4/26)
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

79. **94052** Authorizing a noncompetitive contract with Arch Solar C&I to remove hail damaged solar modules and install new modules at the Madison Public Market (District 12)

Sponsors: Satya V. Rhodes-Conway And Julia Matthews

Legislative History

7/15/26	Engineering Division Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

80. **94055** Mid-Year Appropriation Resolution amending the 2026 Adopted Operating and Capital Budgets.

Sponsors: Satya V. Rhodes-Conway

Attachments: File 94055 - Full Text.pdf
2026 2ndQ Projection - FC Presentation.pdf
2026 Mid Year Projection Agency Summary.xlsx
Metro_2026 Mid_Yr_Update_Final_FC.pdf

Legislative History

7/15/26	Finance Department Finance Committee (7/27/26), Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/27/26	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

Report of Police Civilian Oversight Board

81. **92386** SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.

Attachments: Updated _ Legislative Memo Sub Ordinance Revisions of OIM and PCOI
92386 Independent Monitor Report-Glenn Alternate
OIM Staff Response (Nov. 10, 2025) (Version 2)
Ald. Govindarajan Email to PCOB Chair Pearson (Mar24.2026) (Version
Alds. Vidaver, Govindarajan Letter Concern to PCOB Chair Pearson (Se
Mayor's Office Email (Apr. 4, 2026) (Version 2)
MPD Chief Memo to Interim Monitor Hillson (Nov. 7, 2025) (Version 2)
Legal Costs from PCOB Lawsuits (Version 2)
92386 Version 1 Report
Memo re Monitor and Board Ordinance Amendments 3.26 (Version 1)
Legislative Memo for Ordinance Revisions of the OIM and PCOB (Versi
92386 Mayer Amendment (Version 1)
92386 Govindarajan Amendment 1 (Version 1)
92386 Govindarajan Amendment 2 (Version 1)
032526-042026_CC_public_comment.pdf
042026-042126_CC_public_comments.pdf
042126_CC_public_comments.pdf
92386 council registrants 4.21.2026.pdf
042226_CC_public_comments.pdf
042226-050126_CC_public_comments.pdf
060126-060526_CC_public_comments.pdf
061626-061726_CC_public_comments.pdf
070126_CC_public_comment.pdf
070926_CC_public_comment.pdf
072026-072126_CC_public_comments.pdf

Legislative History

3/19/26	Attorney's Office	Referred for Introduction
	Police Civilian Oversight Board (3/25/26), Common Council (4/21/26)	
3/24/26	COMMON COUNCIL	Refer to the POLICE CIVILIAN OVERSIGHT BOARD
3/25/26	POLICE CIVILIAN OVERSIGHT BOARD	RECOMMEND TO COUNCIL TO PLACE ON FILE - REPORT OF OFFICER
4/21/26	COMMON COUNCIL	Re-refer to the POLICE CIVILIAN OVERSIGHT BOARD
	Police Civilian Oversight Board (6/17/26), Common Council (8/4/26)	
7/23/26	POLICE CIVILIAN OVERSIGHT BOARD	RECOMMEND TO COUNCIL TO PLACE ON FILE - REPORT OF OFFICER

Given promises that have been made by Council members to work collaboratively and not follow through with these amendments, the motion was made by Luisi Mills, seconded by Statam, to recommend to Council to place this ordinance amendment proposal on file with prejudice so that the Police Civilian Oversight Board, the Office of the Independent Monitor, and the Common Council can work collaboratively in a mediated process once the Office of the Independent Monitor is fully staffed and funded.

AGENDA NOTE: File 92386 has been withdrawn at the request of the sponsors. No action can be taken since the file lacks a sponsor.

Report of Risk Manager

82. **93791** J. Fluhr - Property Damage and Personal Injury - $2,000.00

Legislative History

7/7/26	COMMON COUNCIL	Referred to the Risk Manager
7/28/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

83. **93806** QPS Employment - Property Damage - $16,608.00

Legislative History

7/21/26	COMMON COUNCIL	Referred to the Risk Manager
7/28/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

84. **93875** K. Converse - Vehicle Damage - $4,632.80

Legislative History

7/21/26	COMMON COUNCIL	Referred to the Risk Manager
7/28/26	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

Items Referred to this Meeting

Resolutions

85. **93979** Granting additional Special Vending Approvals under MGO 9.136(1)(k) for additional 2026 Special Events as detailed on the accompanying special event resolution table.

Sponsors: Michael E. Verveer

Attachments: 2026 SE Resolution - table - additional events.pdf

Legislative History

7/14/26	Parks Division Common Council (8/4/26)	Referred for Introduction
7/21/26	COMMON COUNCIL Adopt (8/4/26)	Refer to a future Meeting to Adopt to the COMMON COUNCIL

Introduction of New Business for Referral Without Debate

Ordinances

86. **94182** BY TITLE ONLY: Amending sections of Chapter 28 of the Madison General Ordinances to remove maximum height limits and landscape requirements in the Airport District.

Sponsors: Satya V. Rhodes-Conway

Legislative History

7/28/26 Attorney's Office Referred for Introduction
Plan Commission (Public Hearing - 8/31/26), Common Council (9/8/26)

87. **94183** Creating Section 28.022-00759 of the Madison General Ordinances to change the zoning of property located at 8302 McDowell Drive at the northeastern corner of Mid Town Road and S Pleasant View Road from Temp. A (Agricultural) District to TR-U2 (Traditional Residential-Urban 2) District, and creating Section 28.022-00760 of the Madison General Ordinances to change the zoning of property located at 8302 McDowell Drive from Temp. A (Agricultural) District to CC-T (Commercial Corridor-Transitional) District. (District 1)

Sponsors: Planning Division

Attachments: 8302 McDowell Drive.pdf
Zoning Map.pdf

Legislative History

7/28/26 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/31/26), Common Council (9/8/26)

88. **94184** Creating Section 28.022-00757 of the Madison General Ordinances to change the zoning of property located at 1001 Wisconsin Place from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00758 to approve a Specific Implementation Plan. (District 2)

Sponsors: Planning Division

Attachments: 1001 Wisconsin Place.pdf

Legislative History

7/28/26 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/31/26), Common Council (9/8/26)

89. **94201** Amending various sections of the Madison General Ordinances to correct inconsistencies and improper references in the Madison General Ordinances, constituting a 2026 City Attorney Revisor's Ordinance.

Sponsors: CITY ATTORNEY

Legislative History

7/29/26 Attorney's Office Referred for Introduction
Common Council Executive Committee (9/22/26), Common Council (9/22/26)

Resolutions

90. **94088** Authorizing ongoing noncompetitive purchases over $75,000 from Metropolitan Unified Fiber Network Consortium, Unincorporated Association (MUFN-C) or its members.

Sponsors: Satya V. Rhodes-Conway

Attachments: Non-Competitive Selection Request - Metropolitan Unified Fiber Networ

Legislative History

7/20/26 Department of Information Technology — Referred for Introduction
Finance Committee (8/31/26), Common Council (9/8/26)

91. 94133 Approving an amendment to a landmark nomination of the property located at 3706 Nakoma Road, known as the Old Spring Tavern (District 10).

Sponsors: Planning Division

Legislative History

7/23/26 Planning Division — Referred for Introduction
Landmarks Commission (8/24/26), Common Council (9/8/26)

92. 94134 Approving an amendment to a landmark nomination of the property located at 619 W Mifflin Street, known as the Wiedenbeck-Dobelin Warehouse (District 4).

Sponsors: Planning Division

Legislative History

7/23/26 Planning Division — Referred for Introduction
Landmarks Commission (8/24/26), Common Council (9/8/26)

93. 94144 Accepting the 2026 Agency Annual Surveillance Technology Reports for the 2025 Calendar Year

Sponsors: Sabrina V. Madison

Attachments: Annual Surveillance Technology Reports 2026.pdf

Legislative History

7/24/26 Council Office — Referred for Introduction
Common Council Executive Committee (9/22/26), Common Council (9/22/26)

94. 94145 BY TITLE ONLY: Appointing ___ as alder for District 1 to serve until the Spring 2027 election.

Sponsors: Sabrina V. Madison

Legislative History

7/24/26 Council Office — Referred for Introduction
Common Council Executive Committee (9/1/2026), Common Council (9/8/2026)

95. 94149 Recreate the classifications of Fire Community Education Specialist 1, 2 and 3 (CG16, Ranges 13, 16 and 19, respectively) in the salary schedule and recreate 1.0 FTE position #2150 of Fire Education/Enforcement Officer 2 (CG 16, Range 16) as a Fire Community Education Specialist 3 (CG16, Range 19).

Sponsors: Director of Human Resources

Attachments: PB Memo MFD Fire Community Education Spec.pdf
Fire Community Education Specialist 1-3 7-2026.pdf
MFD Comm Ed Spec PD.pdf

Legislative History

7/27/26 Human Resources Department — Referred for Introduction

Finance Committee (8/31/26), Personnel Board (8/5/26), Common Council (9/8/26)

96. 94150 Create a 1.0 FTE Real Estate Development Specialist 4 position within the DPCED Office of the Director Operating Budget.

Sponsors: Director of Human Resources

Attachments: PB Memo CDA Real Estate Dev Spec 4.pdf
CDA Real Estate Dev Spec 4 PD.pdf

Legislative History

7/27/26 Human Resources Department — Referred for Introduction
Finance Committee (8/31/26), Common Council (9/8/26)

97. 94160 Approving a Certified Survey Map of property owned by Monticello Holdings, LLC located at 5025-5029 Sheboygan Avenue (District 11).

Sponsors: Planning Division

Attachments: Application.pdf
Proposed CSM.pdf

Legislative History

7/27/26 Planning Division — Referred for Introduction
Common Council (9/8/26)

98. 94172 Authorizing the Mayor and the City Clerk to enter into a multi-year competitively selected service contract with Strand Inc for engineering services for the Badger Mill Creek Watershed Models Update. (District 1, District 7, District 9, District 20)

Sponsors: Badri Lankella

Attachments: 2026BadgerMillCreek_Watershed_Study_proposal_evaluation_report.pd

Legislative History

7/28/26 Engineering Division — Referred for Introduction
Finance Committee (8/31/26), Board of Public Works (8/5/26), Common Council (9/8/26)

99. 94181 Authorizing the City's transfer and conveyance of a certain portion of a 50-foot-wide strip of remnant lands to Dane County. (District 18)

Sponsors: Satya V. Rhodes-Conway

Attachments: Exhibit Map A.pdf
Vicinity Map.pdf
City Letter DCRA Land Transfer.pdf

Legislative History

7/28/26 Economic Development Division — Referred for Introduction
Board of Public Works (8/5/26), Plan Commission (8/10/26), Common Council (9/8/26)

100. 94187 Authorizing electric service agreements for the purchase of backup generation service with Madison Gas & Electric Company, including the installation of a standby generator, on Madison Water Utility facility sites

Sponsors: Regina M. Vidaver

Attachments: Memo - Generator Agreement Authorization for MGEMWU.pdf

Legislative History

7/28/26 Water Utility Referred for Introduction
Finance Committee (8/31/26), Water Utility Board (8/25/26), Common Council (9/8/26)

101. **94188** Authorizing the Water Utility General Manager to enter into Interruptible Electric Service Agreements with Madison Gas & Electric Co. at Water Utility Sites

Sponsors: Regina M. Vidaver

Attachments: Memo - Interruptible Service Agreement Authorization for MGEMWU.pd

Legislative History

7/28/26 Water Utility Referred for Introduction
Finance Committee (8/31/26), Water Utility Board (8/25/26), Common Council (9/8/26)

102. **94195** Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and TYLin, for corridor safety studies and demonstration project planning and evaluation for three priority corridors (District 6, District 10, District 12, District 19, District 20).

Sponsors: Satya V. Rhodes-Conway, Yannette Figueroa Cole, John P. Guequierre, Barbara Harrington-McKinney And Julia Matthews

Legislative History

7/28/26 Traffic Engineering Division Referred for Introduction
Board of Public Works (8/5/26), Common Council (9/8/26)

103. **94196** Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning, engineering, and public engagement services for East Washington Avenue (US Hwy 30 to Annamark) and Schroeder Rd (Whitney Way to Gammon Rd) (District 3, District 12, District 17, District 19, District 20).

Sponsors: Derek Field, John P. Guequierre And Julia Matthews

Legislative History

7/28/26 Traffic Engineering Division Referred for Introduction
Board of Public Works (8/5/26), Common Council (9/8/26)

104. **94197** Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning and engineering services for the Systemwide Safety Improvements project (Citywide).

Sponsors: Derek Field, John P. Guequierre, Badri Lankella, Noah L. Lieberman, Julia Matthews, Regina M. Vidaver And Michael E. Verveer

Attachments: Attachment A - Intersection List.xlsx

Legislative History

7/28/26 Traffic Engineering Division Referred for Introduction
Board of Public Works (8/5/26), Common Council (9/8/26)

105. **94202** Authorizing a contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide

urban search and rescue team.

Sponsors: Satya V. Rhodes-Conway

Legislative History

7/29/26 Fire Department Referred for Introduction
Finance Committee (8/31/26), Common Council (9/8/26)

106. 94204 Authorizing the allocation of up to $1,300,000 of City Affordable Housing Funds to help the Community Development Authority finance energy efficiency improvements at Monona Shores Apartments and CDA 95-1 "The Reservoir" and authorizing the Mayor and the City Clerk to enter into Loan Agreements. (District 6, District 14)

Sponsors: Carmella Glenn And Dina Nina Martinez-Rutherford

Legislative History

7/29/26 Community Development Division Referred for Introduction
Finance Committee (8/31/26), Community Development Block Grant Committee (8/6/26), Common Council (9/8/26)

107. 94207 Authorizing the use of up to $125,000 of federal Community Development Block Grant (CDBG) funds and authorizing the Community Development Division to enter into agreements with the Parks Division in order to implement neighborhood improvement projects identified in the North East Area Plan (District 3, District 12, District 17, District 18)

Sponsors: Carmella Glenn And Dina Nina Martinez-Rutherford

Legislative History

7/29/26 Community Development Division Referred for Introduction
Finance Committee (8/31/26), Community Development Block Grant Committee (8/6/26), Board of Park Commissioners (8/12/26), Common Council (9/8/26)

Licenses

108. 94146 Public Hearing - New License
16 North Carroll LLC • dba The Historian Hotel
16 N Carroll St • Agent: Timothy Somerville
Estimated Capacity (in/out): 104/20
Class B Combination Liquor & Beer • 15.5% alcohol, 8.4% food, 76.1% other
Police Sector 405 (District 4)

Attachments: LICLIB-2026-00693 App.pdf
LICLIB-2026-00693 Supplemental.pdf

Legislative History

7/24/26 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

109. 94147 Public Hearing - New License
Madison Public Market Bar Corporation • dba Madison Public Market
202 N First St • Agent: Keisha Harrison
Estimated Capacity (in/out): 750/230

Class B Combination Liquor & Beer • 100% alcohol, 0% food
Police Sector 501 (District 12)

Attachments: LICLIB-2026-00707 App.pdf
LICLIB-2026-00707 Supplemental.pdf

Legislative History

7/24/26 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

110. **94148** Public Hearing - New License
The Oaks Lounge LLC • dba The Oaks Lounge
614 N Fair Oaks Ave • Agent: Darwin Guevara
Estimated Capacity (in/out): 50/30
Class B Combination Liquor & Beer • 60% alcohol, 30% food, 10% other
Police Sector 604 (District 12)

Attachments: LICLIB-2026-00710 App.pdf
LICLIB-2026-00710 Supplemental.pdf

Legislative History

7/24/26 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

111. **94209** Public Hearing - New License
Begonia. Restaurant LLC • dba begonia.
1835 Monroe St • Agent: Sara Anderson
Estimated Capacity (in/out): 60/0
Class B Combination Liquor & Beer • 21% alcohol, 79% food
Police Sector 205 (District 13)

Legislative History

7/29/26 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

Presentation of Claims Against the City

Claims - Refer to the Risk Manager

112. **94087** Chubb - Vehicle Damage - $5,000.00

113. **94091** G. Ryan - Vehicle Damage - $3,820.87

114. **94094** UW Risk Management - Property Damage - $987.05

115. **94097** M. Meyer - Property Damage - $1,590.00

116. **94100** J. Hernandez - Property Damage - $11,373.79

117. 94103 S. Hoffhein - Property Damage - $300.00

118. 94111 M. Milliron - Vehicle Damage - $1,485.37

119. 94115 A. Potter - Vehicle Damage - $438.46

120. 94119 C. Johnston - Property Damage - Amount to be Determined

Announcements & Introductions of Items from the Floor

Adjournment

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89056

File ID:	89056	**File Type:**	Report	**Status:**	Consent Agenda
Version:	1	**Reference:**		**Controlling Body:**	Council Office
				File Created Date :	07/08/2025
File Name:	Consent Agenda Document (8/4/26)			**Final Action:**	
Title:	Consent Agenda Document (8/4/26)				
Notes:					
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	lwindsor-engnell@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/08/2025	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER				

Action Text: This Report was RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Text of Legislative File 89056

Title
Consent Agenda Document (8/4/26)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94186

File ID:	94186	**File Type:**	Presentation	**Status:**	Presentation
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Presentation by Council President Sabrina Madison on next steps regarding the Police Civilian Oversight Board and Office of the Independent Monitor			**Final Action:**	

Title: Presentation by Council President Sabrina Madison on next steps regarding the Police Civilian Oversight Board and Office of the Independent Monitor

Notes:

Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	lwindsor-engnell@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/28/2026	Refer	COMMON COUNCIL			
	Action Text:	This Presentation was Refer to the COMMON COUNCIL					

Text of Legislative File 94186

Title
Presentation by Council President Sabrina Madison on next steps regarding the Police Civilian Oversight Board and Office of the Independent Monitor

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92942

File ID:	92942	**File Type:**	License	**Status:**	Council Recessed Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	04/29/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Landmark Hotels LLC • dba Cambria Hotel Madison East
5045 Eastpark Blvd • Agent: Michelle Santek
Estimated Capacity (in/out): 40/30
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 520 (District 17)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00262 App.pdf, LICLIB-2026-00262 Supplemental.pdf, 5045 Eastpark Blvd map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	04/29/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (5/20/26), Common Council (6/9/26)					
1	COMMON COUNCIL	05/05/2026	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	05/20/2026	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026		Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Verveer, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Alcohol License Review Committee- Public Hearing (6/17/26), Common Council (7/7/26)					

1	COMMON COUNCIL	06/09/2026	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	Pass

Action Text: A motion was made by Madison, seconded by Glenn, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	06/17/2026	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	Pass

Action Text: A motion was made by Figueroa Cole, seconded by Harrington, to RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING. The motion passed by voice vote/other.

One registration in support.

Notes: Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)

1	COMMON COUNCIL	07/07/2026	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	Pass

Action Text: A motion was made by Madison, seconded by Glenn, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - RECESSED PUBLIC HEARING			Pass

Action Text: A motion was made by Glenn, seconded by Verveer, to RECOMMEND TO COUNCIL TO GRANT - RECESSED PUBLIC HEARING. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 92942

Title

Public Hearing - New License
Landmark Hotels LLC • dba Cambria Hotel Madison East
5045 Eastpark Blvd • Agent: Michelle Santek
Estimated Capacity (in/out): 40/30
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 520 (District 17)

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIB-2026-00262
(License number)

17 (Alder District #) 521 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☒ Beer, ☒ Liquor, ☒ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Landmark hotels, LLC

2. Trade Name (doing business as) Cambria Hotel Madison East

3. Address to be licensed 5045 Eastpark Blvd, Madison, WI 53718

4. Mailing address Same as above

5. Anticipated opening date 04/15/26

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☒ Yes (explain) EVVOV AT

   _____

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

   _____

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   All alcohol beverages will be sold and stored at the address listed on this application. It will be sold at bistro/bar, at front desk and in outdoor seating (Patio). All alcohol will be locked up in a room behind front desk.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 40 Outdoor: 30

10. Describe existing parking and how parking lot is to be monitored.

    private parking lot for the hotel is monitored at least once per shift (8 hrs) by front desk staff.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☐ No ☒ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Michelle Santek

13. City, state in which agent resides Middleton, WI

14. How long has the agent continuously resided in the State of Wisconsin? _____

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 07/01/25

16. State and date of registration of corporation, nonprofit organization, or LLC.

    State of Wisconsin, 02/26/26

17. In the table below list the directors of your corporation or the members of your LLC.

    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Member	Jignesh Patel	Sun Prairie, WI
Member	Bhavesh Patel	Brookfield, WI
Member	Ashish Patel	New Berlin, WI
Member	Ronak Patel	Racine, WI

(Additional members' page Attached)

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Jignesh Patel

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☐ No ☒ Yes (explain) Ashish Patel - For a hotel location in Brookfield, WI
    Ronak Patel - hotel location in Mount Pleasant, WI
    Nishit Amin - hotel location in West bend, WI

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☒ Other hotel

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5pm - 2Am	5pm - 2Am	5pm - 2Am	5pm - 2Am	5pm - 2Am	5pm - 2Am	5pm - 2Am
(Class B only) Enter below any hours when food service will not be available, if applicable						
10pm - 2Am	10pm - 2Am	10pm - 2Am	10pm - 2Am	10pm - 2Am	10pm - 2Am	10pm - 2Am

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. —

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
30 % Alcohol 70 % Food _____ % Other

If applicable, describe "Other": —

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2027.

38. State Seller's Permit 456-1032407392-02

39. Federal Employer Identification Number 41-4535031

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Jignesh (Jay) Patel

Business phone 608-334-9684 Business e-mail address Jpatel78@hotmail.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name NA

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☒ Appointment of Agent (if Corp/LLC), ☒ Member background investigation forms, ☒ Articles of Incorporation (if Corp/LLC), ☒ Floor Plans, ☐ Copy of Lease, ☒ Business Plan, and ☒ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

J Radke
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

04/13/26
(Date)

Clerk's Office checklist for complete applications

- ☒ WI Seller's Permit Certificate (matching articles of incorporation)
- ☒ FEIN
- ☒ Written description of premises

- ☒ Background investigation form(s)
- ☒ Form for surrender of previous license
- ☒ *Articles of Incorporation
- ☒ *Appointment of Agent

* Corporation/LLC only

- ☒ Floor Plans
- ☒ Lease
- ☒ Business Plan
- ☒ **Sample Menu

** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

17. Additional Members of Our LLC

Tite	Name	City & State of Residence
Member	**Dipak Patel**	**Kenosha, WI**
Member	**Dhaval Patel**	**Oshkosh, WI**
Member	**Nishit ~~Patel~~ Amin**	**West Bend, WI**
Member	**Kamini Patel**	**Chicago, IL**

CAMBRIA®
Madison

To whom it may concern,

This letter serves as formal notice to the City of Madison regarding a change in ownership for **Cambria Hotel Madison East**, located at **5045 Eastpark Boulevard, Madison, WI**, effective **April 14, 2026**, related to the establishment's **bar/liquor license**.

Please be advised that **this change affects ownership only**. There will be **no changes to hotel or bar operations**, management, staffing, hours, branding, or day-to-day business activities. The hotel and bar will continue to operate without interruption and in full compliance with all City of Madison and State of Wisconsin regulations governing alcohol service.

All existing operational practices will remain in place, and the premises will continue to meet all requirements associated with the issued liquor license.

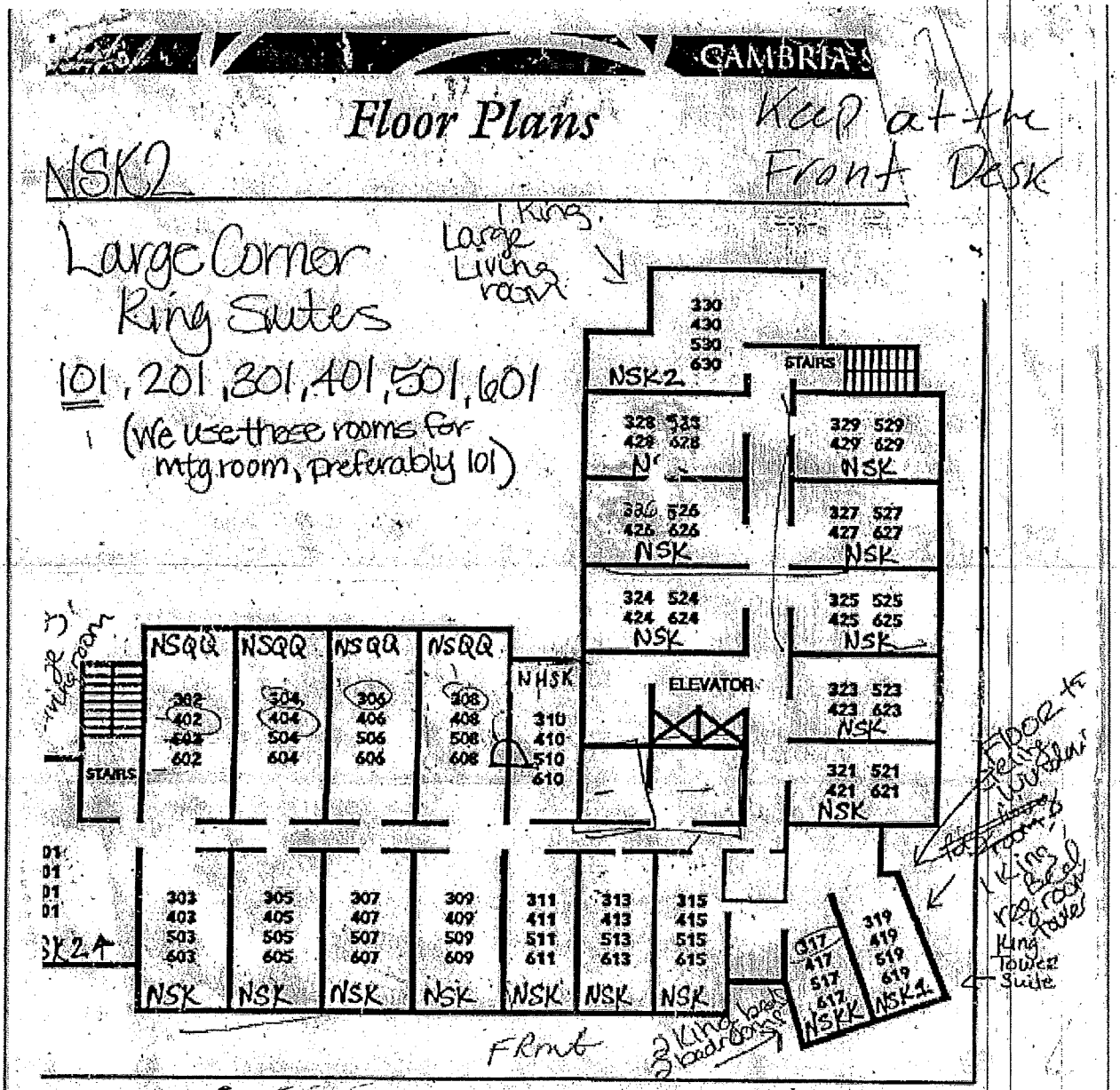
If additional information or documentation is required to process this ownership change, please feel free to contact me.

Thank you for your time and consideration.

Sincerely,

608-334-9684

HOTEL LAYOUT



orplan for floors 3-6 follow the same layout as the floorplan shown Each room number begins with the floor number and is followed oom number as listed in the above.

- NHSK
- NHSK2
- NHSQQ

76 - NSK
4 - NSK1
10 - NSK2

4 - NSKK
20 - NSQQ

ROOM TYPES

NHSK

ONE KING BED
Handicap accessible,
Only 5 on property. (105, 310, 410, 510, and 610)

4

NHSK2

ONE KING BED
Handicap accessible, Roll in shower, only one of these rooms on property
Room 101

1

NHSQQ

TWO QUEEN BEDS
Handicap accessible with bathtub, only one of these rooms on property (Room 215

1

NSK

ONE KING BED
Standard king room, One room suite

76

NSK1

ONE KING BED
Tower Suite, Only 4 on property (319, 419, 519, and 619)

4

NSK2

ONE KING BED
Corner Suite, only 4 on property (601, 630, 530, 501)

10

NSKK

TWO KING BEDS
This room is a 2 bedroom suite, there is a wall that separates the two beds.

4

NSQQ

TWO QUEEN BEDS
Standard Room, One room suite

20

Exceptions
Rm 409 DOES NOT have pullout sofa sleeper in room.

CONNECTING ROOMS

103/105
308/310
408/410
508/510
608/610

CAMBRIA®

COCKTAILS

Margarita | tequila, lime, agave nectar | 12

Apple Martini| vodka, apple pucker, sweet + sour sprite | 12

Wisconsin Old Fashioned | brandy, orange, cherry, sprite | 12

Planters Punch | dark rum, orange, pomegranate | 12

Bay Creek| gin, lemongrass syrup, vanilla liqueur, lemon juice, ginger beer | 12

Greenbush | vodka, cucumber syrup, lime juice, club soda | 12

Cambria Cooler | vodka, campari, agave nectar | 12

CRAFT BEER

Spotted Cow | New Glarus Brewing Co. | 7

Sam Adams Seasonal | Boston Beer Company | 7 *draft*

Boston Lager | Boston Beer Company | 7 *draft*

Dogfish Head 60 min IPA | Dogfish Head Brewery | 7 *draft*

Kona Big Wave | Kona Brewing Co. | 7 *draft*

ADDITIONAL BEERS

Bud Light, Budweiser, Michelob Ultra, Stella Artois| 6

Michelob Ultra Zero, Run Wild N/A Beer | 6

Twisted Tea | 6

Assorted Hard Seltzers| 6.5

Cutwater Cocktails| 7.5

ADDITIONAL BEVERAGES

Coke, Diet Coke, Sprite, Dr. Pepper | 2.5

Apple, Orange, Cranberry| 4

Red Bull | 7

WINE

Scan to learn more about Cambria wines

	6oz	bottle
Cambria Winery Chardonnay	9	35
Cambria Winery Pinot Noir	9	35
Coppola Diamond Collection Cabernet Sauvignon	9	35
Benvolio Sparkling	9	35

April 2026 ALRC New License

Class A Licenses.csv

All items

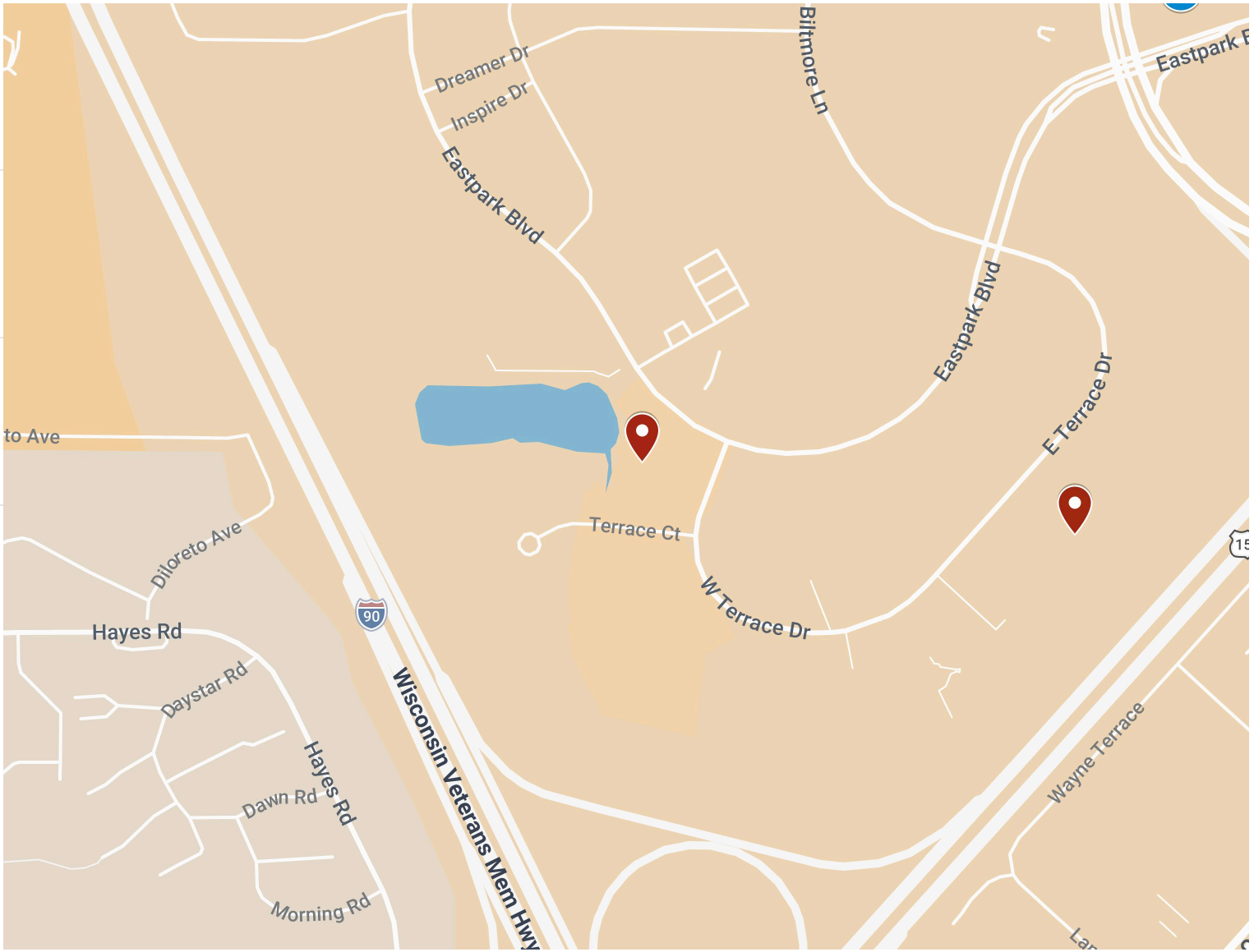
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92945

File ID:	92945	**File Type:**	License	**Status:**	Council Recessed Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	04/29/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Tacos El Arriero Restaurant LLC • dba Tacos El Arriero Restaurant
4222 East Towne Blvd • Agent: Josefina Santiago
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 15% alcohol, 85% food
Police Sector 631 (District 17)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00269 App.pdf, LICLIB-2026-00269 Supplemental.pdf, 4222 East Towne Blvd map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	04/29/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (5/20/26), Common Council (6/9/26)					
1	COMMON COUNCIL	05/05/2026	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	05/20/2026	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE			Pass
	Action Text:	A motion was made by Verveer, seconded by Klemons, to RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					

Notes: Alcohol License Review Committee- Public Hearing (6/17/26), Common Council (7/7/26)

1	COMMON COUNCIL	06/09/2026	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Madison, seconded by Glenn, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	06/17/2026	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Figueroa Cole, seconded by Glenn, to RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

Notes: Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)

1	COMMON COUNCIL	07/07/2026	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Madison, seconded by Glenn, to Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - RECESSED PUBLIC HEARING		Pass

Action Text: A motion was made by Verveer, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - RECESSED PUBLIC HEARING. The motion passed by voice vote/other.

The conditions are:
1. Establishment shall meet the definition of a restaurant as defined in Madison General Ordinances section 38.02 at all times.
2. Alcohol sales shall cease not later than midnight.

One registration in support.

Notes: The conditions are:
1. Establishment shall meet the definition of a restaurant as defined in Madison General Ordinances section 38.02 at all times.
2. Alcohol sales shall cease not later than midnight.

Text of Legislative File 92945

Title

Public Hearing - New License
Tacos El Arriero Restaurant LLC • dba Tacos El Arriero Restaurant
4222 East Towne Blvd • Agent: Josefina Santiago
Estimated Capacity (in/out): 50/0
Class B Combination Liquor & Beer • 15% alcohol, 85% food
Police Sector 631 (District 17)

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIB-2026-00269
(License number)

17, Madison (Alder District #) 631 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Tacos El Arriero Restaurant LLC

2. Trade Name (doing business as) Tacos El Arriero Restaurant

3. Address to be licensed 4222 E Towne Blvd Madison

4. Mailing address 2051 W Vilter Ln Milwaukee WI 53204

5. Anticipated opening date 15th March, 2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   There will be a cooler next to the cash register, where alcohol is stored to be sold. There is also a small storage room behind the kitchen where stock alcohol will be stored. Alcohol will be served/consumed by guests throughout the entirety of the dining area of the restaurant.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

Indoor: 50 Outdoor: Ø

10. Describe existing parking and how parking lot is to be monitored.

There is a shared parking lot in the front, as well as a few spaces in the back. A security camera will be installed to monitor the front lot.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☒ No ☐ Yes, license issued to Tacos El Arriero Restaurant LLC (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Josefina Santiago

13. City, state in which agent resides Milwaukee

14. How long has the agent continuously resided in the State of Wisconsin? 24

15. Has the liquor license agent completed the responsible beverage server training course?

☒ No, but will complete prior to ALRC meeting ☐ Yes, date completed 3/2/26

16. State and date of registration of corporation, nonprofit organization, or LLC.

Wisconsin 1/19/2026

17. In the table below list the directors of your corporation or the members of your LLC.

☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
owner	Josefina Santiago	Milwaukee, WI
~~owner~~	~~Hermelindo Martinez Perez~~	~~Milwaukee, WI~~

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

Josefina Santiago

19. Is applicant a subsidiary of any other corporation or LLC?

☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12PM-12AM	12PM-12AM	12PM-12AM	12PM-12AM	12PM-12AM	12PM-12AM	12PM-12AM
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
15 % Alcohol 85 % Food 0 % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 2027.

38. State Seller's Permit 4 5 6 - 1032238196-02

39. Federal Employer Identification Number 41-3893146

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Josefina Santiago

Business phone 414-460-9378 Business e-mail address josefinasanti830icloud.co

Preferred language Spanish

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☒ Yes (language: Spanish)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, dibujo/mapa del restaurante ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

↳ unas oraciones sobre el tipo de ~~negocio~~ negocio

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Josefina Santiago martinez — 02/12/2026
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

josefina Santiago martinez — 04/16/2026

Clerk's Office checklist for complete applications

☒ WI Seller's Permit Certificate (matching articles of incorporation)	☒ Background investigation form(s)	☒ Floor Plans
☒ FEIN	☐ Form for surrender of previous license	☒ Lease
☒ Written description of premises	☒ *Articles of Incorporation	☒ Business Plan
	☒ *Appointment of Agent	☒ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Tacos El Arriero Restaurant LLC

Es un establecimiento familiar en donde se le ofrecerá variedad de comida y gastronomia a las personas en general con un ambiente cálido y peculiar de un restaurante, y por supuesto se les ofrecerá el alimento con sus bebidas. como soda, aguas frescas, jugos para todos. y bebidas alcohólicas para adultos.
En lo que éste restaurante se enfocara en la interacción social y familiar de calidad.

English translation:

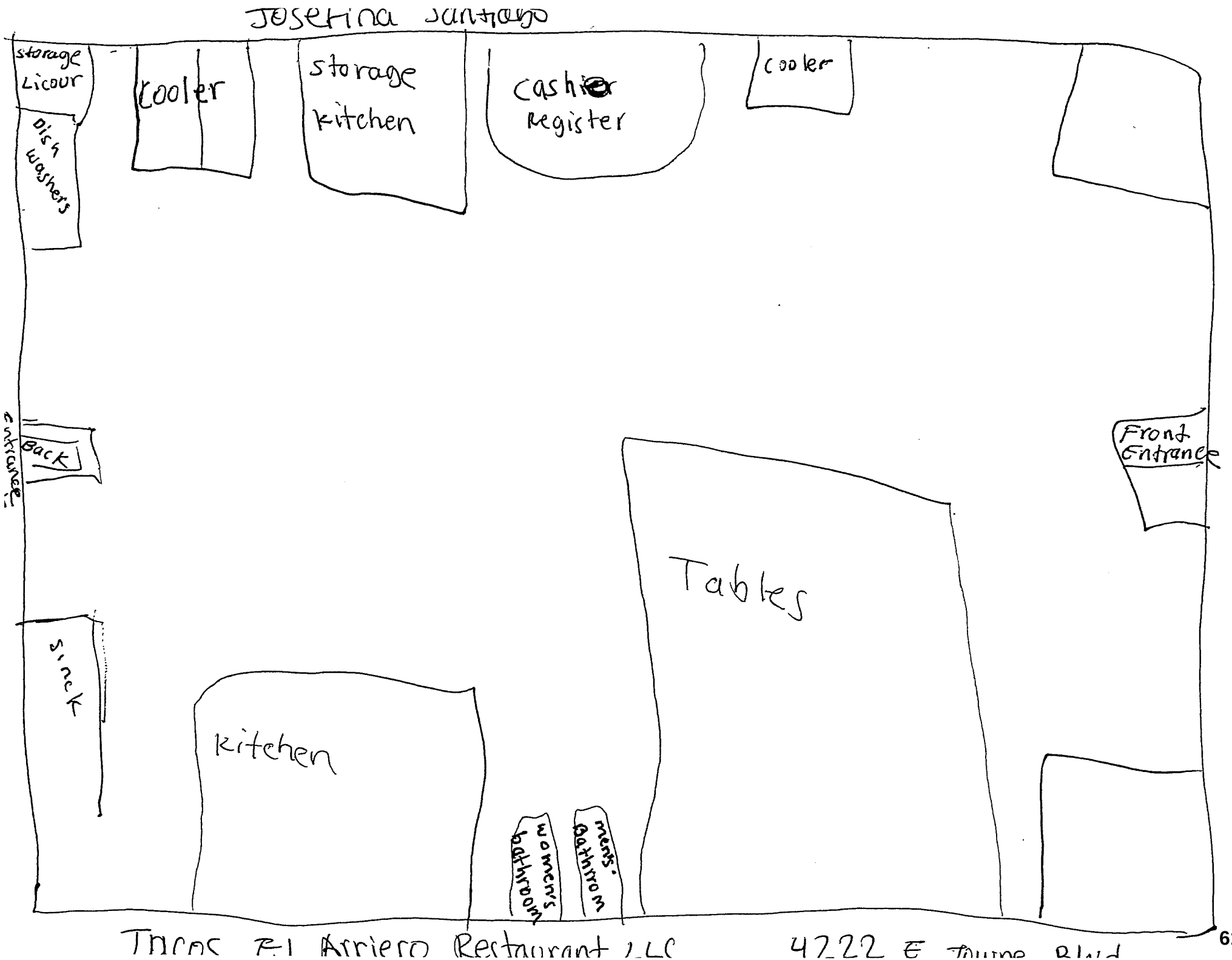
It is a family-run establishment offering a variety of food and cuisine to everyone in a warm and inviting restaurant atmosphere. Of course, food will be served with beverages such as soda, flavored waters, juices for all ages, and alcoholic drinks for adults. The restaurant will focus on providing family-friendly and quality social interaction.

Tacos el Arriero Restaurant LLC

MENU

- Tacos (pollo, Asada, Al pastor)
- Tortas (pollo, Asada, Al pastor)
- Tlayudas (pollo, Asada, Al pastor)
- Quesadillas (pollo, Asada, Al pastor)

- Menudo
- pozole
- carne asada
- sodas
- Aguas frescas


Josefina Santiago
storage Licour
Dish Washers
cooler
storage kitchen
cashier Register
cooler
entrance
Back
Front Entrance
Tables
sink
kitchen
womens bathroom
mens bathroom
Tacos El Arriero Restaurant LLC
4222 E

April 2026 ALRC New License

Class A Licenses.csv

All items

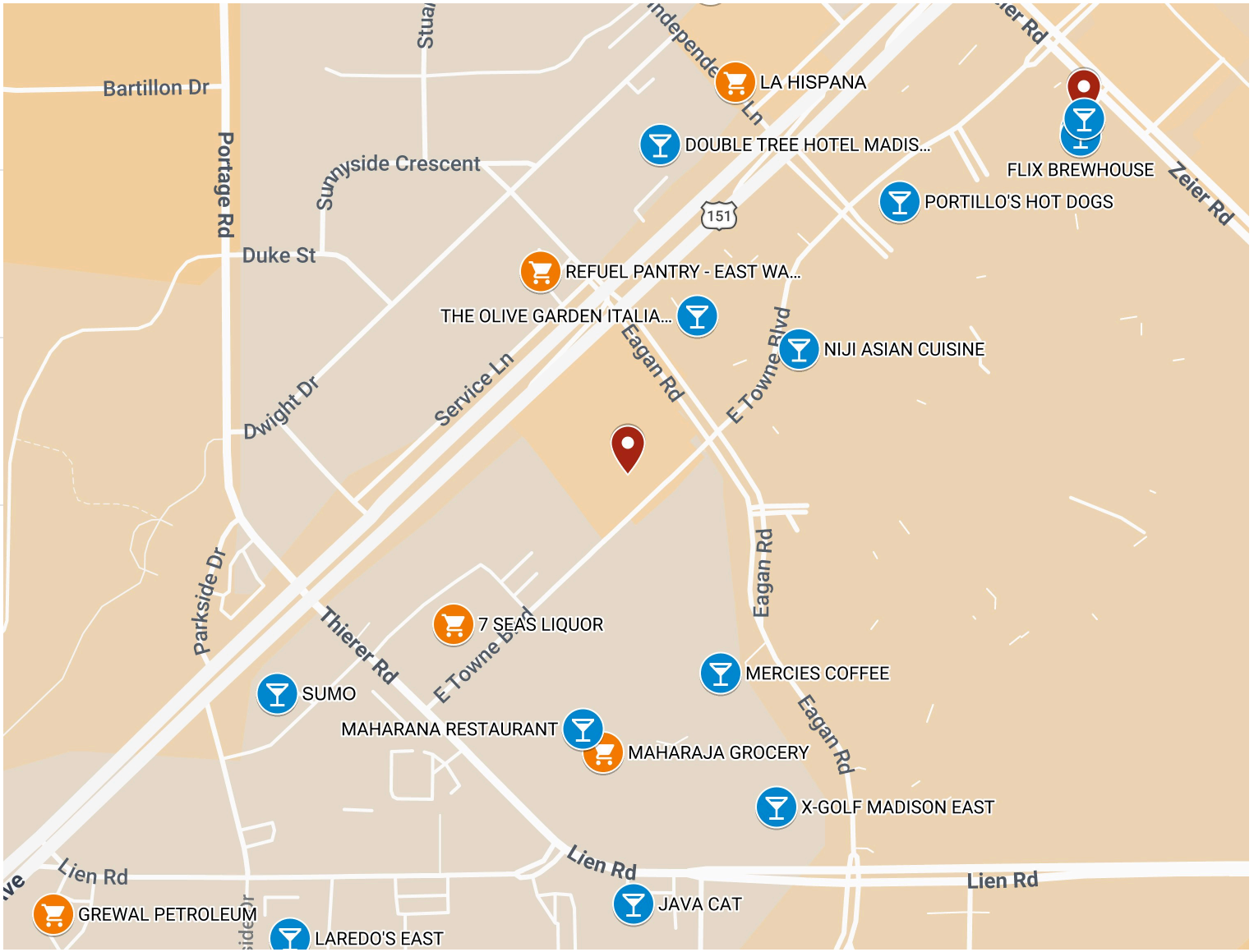
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93802

File ID:	93802	**File Type:**	Appeal	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/02/2026
File Name:	Appeal of Landmarks Comm Approval - 113 Ely Pl			**Final Action:**	

Title: Appeal of the Landmarks Commission's approval of a land division at 113 Ely Place in the University Heights Historic District, Legislative File ID 93071.

Notes:

Sponsors:		**Effective Date:**	
Attachments:	Appeal_06-22-26.pdf, Landmarks Comm File ID 93071, Public Comment 6-26-26.pdf, 072026_CC_public_comment.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	echristianson@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/02/2026	Referred for Introduction				
	Action Text:	This Appeal was Referred for Introduction					
	Notes:	Common Council Public Hearing 8/4/26					
1	COMMON COUNCIL	07/21/2026	Refer For Public Hearing	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the COMMON COUNCIL meeting of 8/4/26. The motion passed by voice vote/other.					

Text of Legislative File 93802

Title

Appeal of the Landmarks Commission's approval of a land division at 113 Ely Place in the University Heights Historic District, Legislative File ID 93071.

BEFORE THE CITY OF MADISON COMMON COUNCIL

PETITION OF APPEAL OF LANDMARKS COMMISSION DECISION APPROVING A LAND DIVISION AT 113 ELY PL IN UNIVERSITY HEIGHTS (Legistar File # 93071)

This is an appeal under MGO 41.20 of the June 8, 2026 Landmarks Commission's approval of a land division at 113 Ely Pl in the University Heights Historic District. The Landmarks Commission erred as a matter of law in several respects, including its failure to apply the governing legal definition of "lot" in determining whether the Applicant's proposed new lot is compatible in size with adjacent lots, and therefore its decision must be reversed.

The June 8 public hearing on the application for land division included eleven separate written submissions opposing the land division, testimony of six neighbors in opposition to the land division and of the applicant in favor, and an additional 23 people registered in opposition and one registered in support.[1] Although the written submissions and testimony highlighted the devastating impact of developing the proposed new lot - including decimation of the steep hillside that gives the historic district its character, clearcutting essential and scarce green space, and likely flooding of historic neighboring properties[2] - the issue in this appeal is narrow: is the proposed new lot compatible in size with the adjacent lots, as required under MGO 41.18 (4)?

There are only three lots adjacent to the proposed new lot, and they are all substantially larger. In fact, the proposed new lot - 4,001 square feet - is less than half (41%) of the average size – 9,700 square feet - of the adjacent lots. As discussed below, the Landmarks Commission's vote of 4-1 to approve the land division was marked by widespread confusion and ultimately relied on an incorrect legal standard advocated by staff. The Common Council should reverse the Landmark Commission's approval of the land division because the Commission's decision was contrary to law and, without application of the proper legal standard, was also arbitrary and unreasonable. The Common Council enacts ordinances with great deliberation and deserves to have its laws fairly and neutrally applied, not rewritten by an administering agency. The Common Council should reverse the Landmarks Commission's decision and find under MGO 41.20 (4) that a fair and neutral application of MGO 41.18 (4) leads to the conclusion that a lot 41% of the size of adjacent lots is incompatible in size, requiring denial of the land division.

This petition for appeal is submitted by the property owners whose identity and addresses are listed at the end of the petition, which exceeds the standards for appeal under MGO 41.20 (1).

---

[1] The materials relevant to the Landmarks Commission proceedings are available on Legistar (file 93071) at https://madison.legistar.com/LegislationDetail.aspx?ID=8008214&GUID=71EDACCF-D97E-4478-96F4-84962B80FCF6&Options=&Search= . Note that "Public Comment 6-5-26 to 6-8-26" contains numerous statements of opposition submitted by different parties. The number of people who registered for or against the application is the number stated by the Landmarks Commission chair during the proceeding. See June 8, 2026 Landmarks Commission hearing video, https://media.cityofmadison.com/mediasite/Showcase/madison-city-channel/Presentation/f9c54a2dda4544869f996e0198a195131d?Mode2=Video , at 1:02:55.

[2] Many photos and a description of the property characteristics are included in "Public Comment 5-18-26" at the Legistar website identified in fn. 1.

Facts

The Applicant submitted his application for approval of land division of 113 Ely Pl to divide the existing property into two lots. These lots are identified as lots 1 and 2 in the Certified Survey Map (CSM) included with the application.[3] The proposed new lot 2, which is in the center of the applicable block in University Heights, is identified in the CSM as 4,001 square feet in size. (Lot 1 in the CSM - the remaining portion of the Applicant's existing lot - is identified in the CSM as 7,347 square feet.) One of the Petitioners here submitted the following map of the applicable block of University Heights.[4] (For ease of reference, this map will be referred to as "petitioners' map.") The map shows by street address all of the properties on the block, the size of each lot according to the city assessor's website, and the date each home was built on that lot:

[3] The application materials, including the CSM, are available under "113 Ely Submittal," at the Legistar website identified in fn. 1.

[4] This map appears as Attachment I in "Public Comment 5-18-26" at the Legistar website identified in fn. 1.

At the June 8 hearing before the Landmarks Commission, the staff presented the Commission members with the following map, which is very similar to the petitioners' map above except that it does not include street addresses, it is rotated approximately 90 degrees clockwise, and there are very minor variations in lot sizes.[5]

Proposed new lot line shown in red with square footage of all parcels on the block

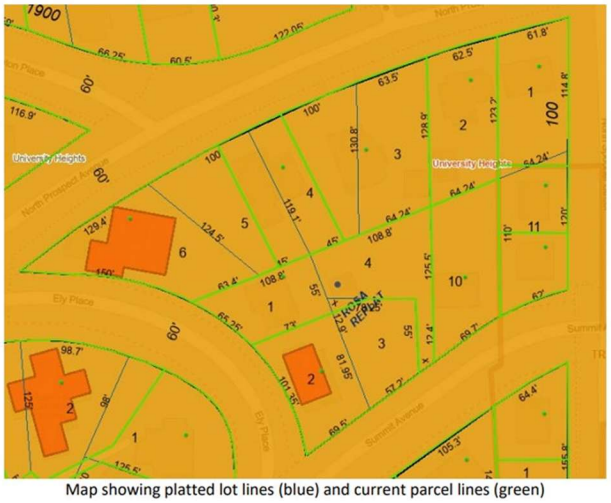
The "4001 SF" in the middle of the map depicts the proposed new lot 2. The green lines and numbers represent the property boundaries and sizes of all lots on the block. This map should have been the basis for the Commission's decision, but it was not.

As discussed further below, the staff convinced the majority of Commission members to rely on the map on the right below,[6] instead of the map above, in making their decision:

[5] The map is a screenshot from "113 Ely Staff Report 6-8-26" at the Legistar website identified in fn. 1. The same map was presented in the Staff Presentation at the hearing. See hearing video website identified in fn. 1., at 1:06:20. The map is oriented north-to-south, while the petitioners' map is oriented with the upper part of the map aligned with the top of hill and the lower part of the map corresponding to the bottom of the hill.

[6] These side-by-side maps are a screenshot from "Staff Presentation 6-8-26"at the Legistar website identified in fn. 1. See also hearing video website identified in fn. 1., at 1:06:30.

Proposed new lot line shown in red with square footage of all parcels on the block


Map showing platted lot lines (blue) and current parcel lines (green)

For ease of reference, the map on the left above will be referred to as "staff's green line map" and the map on the right will be referred to as "staff's plat line map."

Legal Standard and Analysis

The application for land division must be denied if the size of the new proposed lot is "incompatible with adjacent lot sizes." MGO 41.18 (4).

In the 2024 appeal to the Common Council of a land division at 1908 Arlington Pl, a central issue was the meaning of "adjacent" in MGO 41.18 (4). The staff report dated March 14, 2024 advised the Common Council as follows: "While not specifically defined in the zoning code, the City consistently uses "adjacent lot" to mean adjoining. In other words, lots that directly abut one another in a 360 degree view. This method of review and interpretation of adjacency has been used in every land combination/division approval from the Landmarks Commission since that process was implemented in 2015."[7] (Emphasis added.) With input from the city attorney,[8] the Common Council agreed with this interpretation and denied the appeal.[9] In other words, a lot is "adjacent" within the meaning of MGO 41.18 (4) only if it shares a property line with the

[7] See March 14, 2024 staff report to the Common Council in the 1908 Arlington Pl appeal, at p. 3, available on Legistar (2024 File 82175) at https://madison.legistar.com/View.ashx?M=F&ID=12757149&GUID=04F9F8E8-06DE-46C2-80EC-FD18A2817D3F .

[8] See City Attorney Memorandum dated March 19, 2024 in the 1908 Arlington Pl appeal, available on Legistar (2024 File 82175) at https://madison.legistar.com/View.ashx?M=F&ID=12771386&GUID=497D0C74-6500-4106-91FA-47854340698B .

[9] See Legistar (2024 File 82175) at https://madison.legistar.com/LegislationDetail.aspx?ID=6549490&GUID=93BDD8EC-E0A3-4FDF-A4E1-C65249B94D28&Options=&Search= .

proposed new lot. In the 1908 Arlington Pl appeal, the staff emphasized that it can look only at adjacent lots in addressing MGO 41.18 (4)'s requirement of compatible lot sizes.[10]

MGO 41.02 defines the term "lot" for all purposes under MGO ch. 41. The term "lot" is defined as "a tract of land, designated by metes and bounds, land survey, minor land division or plat recorded with the Dane County Register of Deeds." MGO 41.02 (emphasis added). As staff described to the Common Council in the 1908 Arlington Pl appeal: "A 'lot' is a documented subdivision of land with a legal description."[11] That legal description is the description recorded with the Dane County Register of Deeds. For example, the legal description of the Applicant's property at 113 Ely Pl, as stated in the warranty deed recorded with the Dane County Register of Deeds, is:

> the following described real estate in Dane County, State of Wisconsin:
>
> Lots One (1) and Four (4), Rosa Replat of Lots 7, 8, and 9, Block 14, University Heights, in the City of Madison, Dane County, Wisconsin.
>
> That part of Lot Three (3), Rosa Replat of Lots 7, 8, and 9, Block 14, University Heights, in the City of Madison, Dane County, Wisconsin, lying North of the line between Lots 1 and 2 of said Rosa Replat extended in a straight line Easterly until it meets the lot line between Lots 3 and 4 of said Rosa Replat.[12]

The word "lot" in the warranty deed's property description refers to the historic plat sections and should not be confused with the defined term "lot" in MGO 41.02. All of the property described in the warranty deed for 113 Ely Pl (i.e., lots 1 and 4 and part of lot 3) is currently one "lot" as defined in MGO 41.02, with a size corresponding to the entire described area. Like 113 Ely Pl, many properties in University Heights consist of multiple historic plat sections.[13] For example, the property description for the adjacent property at 167 N Prospect Ave is "lot 3 and all of lot 4, exc …." For purposes of MGO ch. 41, a "lot" is defined to mean the property boundaries specified in the property description recorded with the Dane County Register of Deeds, even if that property description also uses the word "lot" to describe multiple historic plat sections comprising the lot.

As shown in both the petitioners' map and staff's green line map above, there are only three lots that are adjacent to (i.e., share a lot line with) the Applicant's proposed new lot 2:

101 Ely Pl:	9,531 sq. ft.
1806 Summit Ave:	7,000 sq. ft.
167 N Prospect Ave:	12,737 sq. ft.

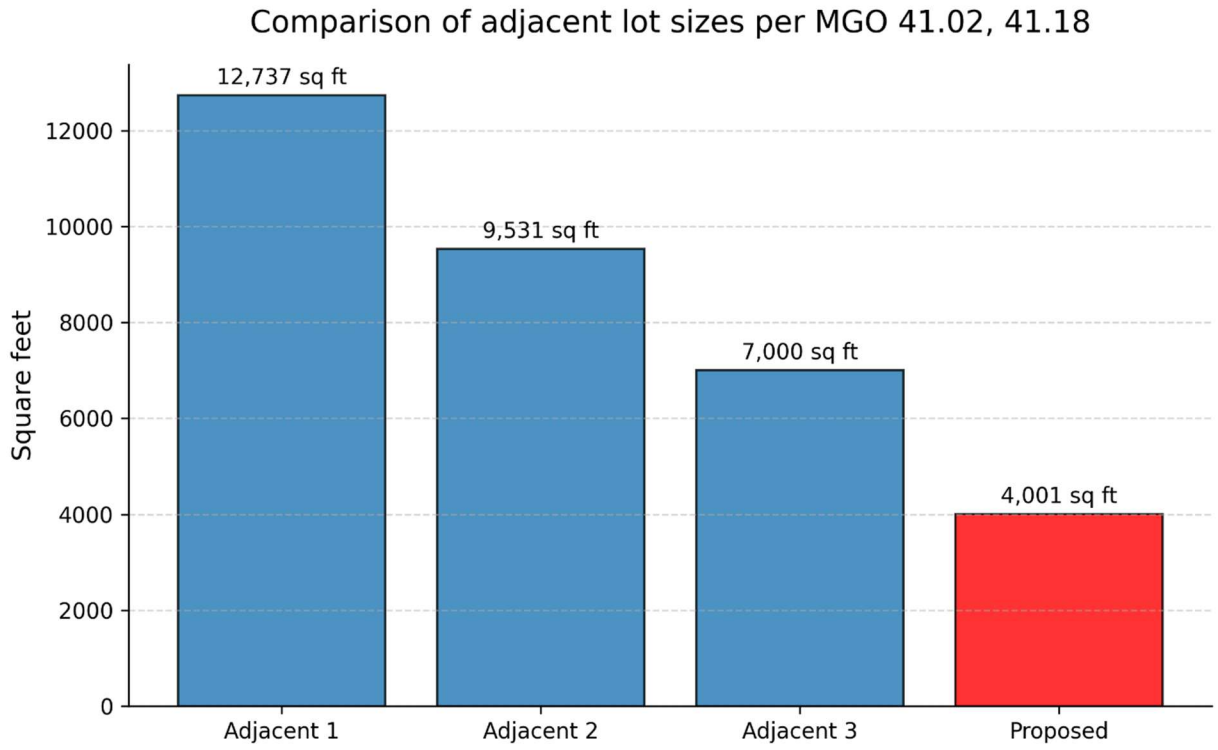
[10] See staff report identified in fn. 6.

[11] See staff report identified in fn. 6, at p. 2.

[12] This description is from the warranty deed recorded with the Dane County Register of Deeds, which can be found at the Legistar website identified in fn. 1, under "Public Comment 6-5-26 to 6-8-26."

[13] A map of historic plat sections for the applicable block of University Heights can be found at the Legistar website identified in fn. 1, as Attachment J under "Public Comment 5-18-26."

These three lots are the only lots that share a lot line. Under MGO 41.18 (4), as staff emphasized in the 1908 Arlington Pl appeal, these adjacent lots are the only lots the Landmarks Commission may consider in determining whether the proposed new lot is compatible with "adjacent lot sizes."



The proposed new lot is substantially smaller than all three adjacent lots. In fact, the average size of the adjacent lots is 9,756 sq. ft. The proposed new lot is only 41 percent of the average size of adjacent lots.

An ordinance is law that must be followed. When the Common Council enacts an ordinance, it must be respected – an administering agency is not free to disregard the ordinance as inconvenient. This is not a close call. The Common Council should find that the proposed new lot size of 4,001 square feet, in comparison with an average adjacent lot size of 9,756 square feet, is not compatible and, under MGO 41.20 (4), deny the application for land division.

The Landmarks Commission Relied on Incorrect Legal Standards

The Landmarks Commission's decision relied on staff guidance that was contrary to law and, without application of a proper legal standard, the decision was arbitrary and unreasonable.

The staff report in this matter failed to apply the correct legal standard. As stated above, in the 1908 Arlington Pl land division, the staff emphasized that it can look only at adjacent lots in addressing MGO 41.18 (4)'s requirement of compatible lot sizes, and the Common Council agreed. But in its staff report in this matter, the staff failed to look at adjacent lots. In its cursory analysis, the staff merely referred to a "mix" of lot sizes "on the block" and referred to a lot size

of 3288 square feet, which is 202 N Spooner St., a lot that is not adjacent to the Applicant's proposed new lot.[14]

The staff presentation at the public hearing, along with Commission members' questioning of staff, was marked by general confusion as to the meaning of the word "lot" in MGO 41.18 (4). During the entire hearing, staff never referred to the definition of "lot" in MGO 41.02. Instead of applying the definition of "lot" under MGO 41.02, staff distinguished between the word "parcel" (giving it the same meaning as "lot" as defined in MGO 41.02) and the word "lot" (defining it as a historic plat section). This resulted in widespread confusion and legal error.[15]

A defined term must be given its definitional meaning. *See State ex rel Kalal v. Circuit Court*, 2004 WI 58, ¶45, 271 Wis. 2d. 633. *See also FAS, LLC v. Town of Bass Lake*, 2007 WI 73, ¶21, 301 Wis. 2d 321 (the same rules of interpretation apply to ordinances and statutes). The definition of "lot" in MGO 41.02 is controlling even if, in common usage, there could be other meanings for the term. *See Citizens Concerned for Cranes and Doves v. DNR*, 2004 WI 40, ¶¶21-22, 270 Wis. 2d 318. The term "lot," as defined in MGO 41.02, has the same meaning throughout MGO ch. 41. Other uses of the defined term "lot" in MGO ch. 41 also suggest that the term is intended to cover the entire property included in the property description recorded with the Dane County Register of Deeds. For example, MGO 41.03 is titled "General Administrative Provisions" and MGO 41.03 (5) states, "Measuring 200 Feet Around Properties. Certain provisions of this chapter reference properties that are within two hundred (200) feet of a subject property. Under this chapter, measurements around properties shall be taken from the lot lines of the subject property two hundred (200) feet in all directions." (Emphasis added under "lot.") Clearly a "lot line" in this provision is the boundary of the property, not a historic plat section line. Moreover, it is important to consider that historic plat sections are not visible to the public. The purpose of the requirement that a new "lot" be compatible in size with adjacent lots is a visual compatibility requirement, to make sure there is consistency in appearance. It makes no sense to apply the requirement to invisible historic plat sections as opposed to the property boundaries that are generally apparent in a view from the sidewalk due to fences, landscaping, and other indicators of a separation between one's property and a neighbor's property.

At the public hearing, staff claimed that the areas depicted in staff's green line map above are called "parcels" and are merely tax descriptions – that they are not "lots" as the term is used in MGO 41.18 (4). Staff advised that the grand total of "lots" make up a "parcel."[16] Staff directed

[14] See staff report at the Legistar website identified in fn. 1.

[15] The public hearing began with public testimony, followed by the staff presentation and a discussion between Commission members and staff. After the public testimony, members of the public were shut out from the rest of the proceeding. Two members of the public who live adjacent to 113 Ely Pl activated the "raise hand" function on Zoom but were never given an opportunity to speak. After it became clear her raised hand would not be acknowledged, one submitted a written comment during the proceeding correcting an inaccurate statement of historical fact related to the property at issue. I (Aaron Gary) was the other public member with a raised hand. I wanted to point out that there is a definition of "lot" in MGO 41.02, but the public was given no opportunity for input beyond the beginning of the hearing.

[16] See public hearing video, at 1:04:00 to 1:08:00 and 1:17:30, available at the hearing video website identified in fn. 1.

the Commission members' focus away from staff's green line map above (which staff said depicts "parcels" and not "lots") and advised Commission members to rely on staff's plat line map above (which shows by blue lines the historic plat sections that staff claimed to be "lots" but which does not identify the size of either "parcels" or "lots"). This caused great confusion. When asked what to look at to decide if adjacent lots were compatible, staff responded, "For compatible with adjacent, it is a mix of the lot and the parcel."[17] In other words, Commission members were advised to look at both the green lines and the blue lines in staff's plat line map above. Yet, this map does not contain size data and, as a matter of law, only the green lines in the map show a "lot" as the term is defined in MGO 41.02.

In an effort to clear up the confusion, one Commission member asked, in effect, are we comparing lot sizes or parcel sizes and "should we be looking at the map on the right" (i.e., staff's plat line map) and comparing the numbered historic plat sections?[18] The same Commissioner continued, "If we are looking at the righthand map …, do we look at light green lines or the dark green [blue] lines as far as what this is adjacent to?" Staff's response: "The answer to that is yes. You are looking at both."[19] Other Commission members revealed that they were focusing on the numbered historical plat sections – the blue lines that staff indicated showed "lots" rather than "parcels"– in assessing what is an adjacent lot.[20] The problem is that these numbered historical plat sections are not "lots" as the term "lot" is defined in MGO 41.02.

There were other problems at the public hearing as well. At one point, staff reverted to the misapplication of law found in the staff report, relying on lot sizes that are <u>not adjacent</u> as a basis for comparison: "We're looking at what is compatible. This 4,001 square feet …, is it grossly out of scale with the 7,000, 8,000, 12,000. I mean, yah. What we're looking at, though, is we have a mix of sizes. … In this portion where we have a mix of property sizes, this would also be a mix of property sizes. Will either of these[21] be the smallest <u>on the block</u>? They won't. Will they be the largest? They won't. Is it currently the largest? No. So, for the compatibility, we are looking at something comparable. This is coming in as comparable."[22] (Emphasis added.) One Commission member followed this line of reasoning, first referring to a 6,000 square-foot lot that is <u>not adjacent</u> and then stating: "To me, the mere square footage is not at issue here since there are lots within the historic district that are approximately this size."[23] Again, these statements reflect a failure to apply the correct legal standard that requires comparison only of adjacent lots.

This failure to apply the proper legal standards was compounded by staff's repetition to the Commission members that their inquiry was whether the proposed new lot is "grossly out of

[17] See public hearing video, at 1:14:45 and 1:16:40. See also staff meeting report under "LC Report 6-8-26" at the Legistar website identified in fn. 1.
[18] See public hearing video, at 1:25:55.
[19] See public hearing video, at 1:29:20.
[20] See public hearing video, at 1:27:10 and 1:32:25.
[21] Referring to Applicant's proposed new lot 2 and the remainder of the property, Applicant's proposed lot 1.
[22] See public hearing video, at 1:19:00 to 1:20: 10.
[23] See public hearing video, at 1:23:15.

scale."[24] Staff repeated this phrase several times, but this is not the legal standard for compatibility. Instead, the phrase suggests a higher threshold for denial of an application. The Common Council deserves to have its laws applied as written, not rewritten by an administering agency. The Common Council used the term "incompatible" in MGO 41.18 (4), not the phrase "grossly out of scale." The repeated use of the phrase shows legal error in the proceeding.

The motion adopted by the Landmarks Commission was "to approve with staff recommendations,"[25] so clearly the Commission members (with one exception – the dissenter) relied heavily on staff's incorrect legal reasoning. Staff encouraged the Commission members – upon prompting of the city attorney - to make sure they made specific findings of fact,[26] but the Commission failed to do so. The Commission did not identify the adjacent lots and sizes that formed the basis of the Commission's decision. The Commission made only a sweeping general conclusion of law that gave no insight into the Commission's reasoning.[27] This too indicates a decision that was made arbitrarily and as an exercise of will and not judgment.

Conclusion

As discussed above, there were myriad errors in the Landmarks Commission proceeding leading to approval of the land division at 113 Ely Pl in University Heights. The Common Council should reverse the Landmarks Commission's approval that was contrary to law, arbitrary and unreasonable, and an exercise of will not judgment. The Common Council should give effect to the language of the ordinance and deny the application for land division as provided in MGO 41.20 (4) because a lot of 4,000 square feet is incompatible with an average adjacent lot size of 9,700 square feet.

DATED: June 22, 2026

Aaron Gary
167 N Prospect Ave

[24] See public hearing video, at 1:14:55, 1:19:10, and 1:19:35. See also staff meeting report under "LC Report 6-8-26" at the Legistar website identified in fn. 1.
[25] See public hearing video, at 1:33:20.
[26] See public hearing video, at 1:33:30.
[27] See public hearing video, at 1:33:15 to 1:35:00. See also staff meeting report under "LC Report 6-8-26" at the Legistar website identified in fn. 1, as well as meeting minutes available at https://madison.legistar.com/MeetingDetail.aspx?ID=1346264&GUID=CE228429-41FE-4B11-99E5-B325A8AD2EA9&Options=ID|Text|&Search=93071 .

List of Petitioners

This appeal is submitted by the following property owners who reside at the indicated addresses:

167 N Prospect Ave -- Aaron Gary
168 N Prospect Ave -- Hildegard Neujahr
173 N Prospect Ave -- Timothy Smeeding and Marcy Carlson
177 N Prospect Ave -- Lara Collier and Paul Marker
1727 Summit Ave -- Tal Herbson and Rachel Herbsman
1806 Summit Ave -- Heinrich Schnoes
1809 Summit Ave -- Susan Thibeault and David Yang
1815 Summit Ave -- Nicole Hemkes
1819 Summit Ave -- Ronnie Hess and Ron Rosner
101 Ely Pl -- Diane Bless
110 Ely Pl -- Ruby Heffernan and Skip Heffernan
115 Ely Pl -- Cary Forest
120 Ely Pl -- Annette Beyer-Mears
202 N Spooner St -- Chamond Liu and Ruth Kearley
206 N Spooner St -- Raphael Kadushin and Thomas McGhee
207 N Spooner St – Bonnie and Willis Tompkins
209 N Spooner St – Jonathan Knisley and Suzelle Knisley

Submitted June 22, 2026, via email and hand-delivery

M E M O R A N D U M

Date: June 26, 2026

To: Meagan Tuttle, Director of Planning

CC: Bill Fruhling, Principal Planner
Katie Bannon, Zoning Administrator
Matt Tucker, Director of the Building Inspection Division
Michael Haas, City Attorney
Regina Vidaver, Alder, District 5

From: Alex Saloutos

RE: **113 Ely Place land division (Legistar 93071): Was Lot 2 confirmed as a legal lot before review of the Certificate of Approval?**

I am writing to ask a threshold question about the Certificate of Approval for the land division at 113 Ely Place (Legistar 93071), which the Landmarks Commission approved at their meeting on June 8, 2026. Before the preservation planner, the Landmarks Commission, and interested neighbors spent time on the Certificate of Approval for this division, did staff confirm that proposed Lot 2 is a legal lot?

Two provisions of the zoning code frame the question. Section 28.135(1)(a)[1] governs when an improved lot may be divided:

> An improved zoning lot shall not be reduced in size or divided into two (2) or more separate lots unless each lot that results from such reduction or division meets all requirements of the zoning district in which it is located.

The parcel is zoned TR-C2.[2] Section 28.043(2) sets the minimum lot area in that district at 4,000 square feet for a single-family detached dwelling and for a two-family two-unit dwelling, and 2,000 square feet per dwelling unit for a two-family twin. Each lot created by a division must meet that minimum.

The Certified Survey Map (Burse Surveying and Engineering, April 20, 2026) divides the parcel into Lot 1 and Lot 2.[3] Lot 2 is a deep residential lot connected to Summit Avenue by a narrow access strip. The map states Lot 2 as 4,001 square feet, one square foot above the minimum, but that figure includes the access strip. Under MGO 28.135(3)(b)3:

> The strip of land of land [sic] between the improved public street and the remainder of the rear lot shall not contain any buildings or structures and said strip of land shall not be used to satisfy any area or yard requirement for the rear

---

1 Madison General Ordinances § 28.135, Lot Division, Creation and Access, https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOIICH20--31_CH28ZOCOOR_SUBCHAPTER_28IGERE_28.135LODICRAC.

2 City of Madison, Property Information, Parcel No. 070922220060, https://www.cityofmadison.com/assessor/property/propertydata.cfm?ParcelN=070922220060.

3 Certified Survey Map, 113 Ely Place, filed under Legistar File 93071 (Burse Surveying & Engineering, Inc., April 20, 2026), https://madison.legistar.com/LegislationDetail.aspx?ID=8008214&GUID=71EDACCF-D97E-4478-96F4-84962B80FCF6.

> lot. The rear lot shall be connected to the public street by a strip of land no narrower than 10 (ten) feet.

Reconstructing the lot from the bearings and distances on the map, the access strip is about 522 square feet, and the area that remains to satisfy the minimum is about 3,479 square feet. With the strip excluded as required by the ordinance, Lot 2 falls about 521 square feet short of the 4,000-square-foot minimum. Section 28.135(1)(a) does not permit a division unless each resulting lot meets all requirements of its district, and on these numbers, Lot 2 does not meet the minimum lot area. That is the basis for my question.

Nothing in Chapter 41 requires a lot to be legal before the Landmarks Commission considers a Certificate of Approval for its division. That is the point. The ordinance did not force anyone to skip the question, and ordinary judgment would have answered it first. Whether a lot legally exists is the cheapest thing to check and the first thing to check, because everything else depends on it.

It was not checked, as far as I can tell, and the cost of that fell on the public. By the time of the June 8 hearing, the division had drawn 32 registrants, 9 speakers, and 97 pages of written comments from 14 people,[4] and the Commission's decision is now on appeal to the Common Council. Neighbors organized, took time off, prepared comments, and are now carrying an appeal, all to surface a problem that a single check at the counter could have caught before any of it began. Staff time went the same way. When the public spends that kind of effort to find what the City should have found first, the result is more than wasted hours. It is a loss of public confidence in the City.

The cost has not fallen solely on the public. By accepting the application, reviewing it, and approving the Certificate of Approval, the City signaled to the owner at every step that this division was viable. If Lot 2 cannot meet the minimum lot area, that signal was wrong, and the owner has spent time and money pursuing a division that cannot be completed as proposed. The same is true for any lot owner in a historic district who reviews this approval and follows the same path. Those owners are entitled to expect the City to confirm that a lot can legally be divided before it processes the division, not after a hearing and an appeal. Letting an application of this kind run all the way to approval without that check misleads the people who depend on the City to get the basics right.

I am not asking you to relitigate whether the preservation standards are met. I am asking whether the proposed lot is legal, and whether that was confirmed before the process proceeded. If the staff has not verified whether Lot 2 is legal, it would serve everyone, including the City, to resolve this now rather than spend more public and private effort on the appeal if this isn't a legal lot.

Would you let me know in writing at your earliest convenience whether the staff has confirmed that the proposed Lot 2 is a legal lot, and if not, whether that determination can be made before the appeal proceeds? I would appreciate a written response.

If Lot 2 is not a legal lot, I encourage the City Attorney to consider issuing an opinion that the Landmarks Commission's decision is void. That would spare the Common Council a public hearing on an appeal for a lot division that is not legal. It would also avoid potential litigation costs for the City and the public if the Council were to deny the appeal and the appellants sought review by the court.

Going forward, I encourage you to consider a requirement that any request for approval of a land division for a deep residential lot must include the following:

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[4] Registration and public comment records for Legistar File 93071, Landmarks Commission meeting of June 8, 2026, https://madison.legistar.com/LegislationDetail.aspx?ID=8008214&GUID=71EDACCF-D97E-4478-96F4-84962B80FCF6&Options=ID|Text|&Search=113+ely.

1. The total lot area.

2. The lot area available to satisfy the minimum lot area, excluding the access strip, as required by MGO 28.135(3)(b)3.

3. The lot area of the strip of land between the improved public street and the remainder of the rear lot.

4. The width of the strip between the public street and the rear lot at its narrowest point.

I would like this memo to be included in the Legistar file for 93071 and in the Legistar file created for the appeal.

ADDENDUM A
113 ELY PLACE – PROPOSED LOT 2 (DEEP RESIDENTIAL LOT)
AREA CALCULATIONS AND RECORD OF THE METHOD

Source
Certified Survey Map prepared by Burse Surveying & Engineering, Inc., dated April 20, 2026, submitted under Legistar File 93071. Proposed Lot 2 is the deep residential lot, with an access strip (panhandle) running to Summit Avenue. The figures below were reconstructed from the bearings and distances shown on that map. Prepared June 26, 2026.

Boundary lines used
These are the six lines that bound proposed Lot 2, as read from the CSM. Line 6, the line dividing Lot 1 from Lot 2, is not dimensioned on the map and was recovered by closing the traverse.

#	BOUNDARY LINE OF PROPOSED LOT 2	BEARING	DISTANCE (FT)
1	Rear (north) line	N69°25′48″E	57.76
2	East line down to Summit Avenue	S00°22′48″E	124.67
3	Summit Avenue frontage	S54°27′48″W	12.46
4	Access strip (panhandle) west side	N00°27′46″W	54.69
5	Jog where the lot widens	N89°12′21″W	38.82
6	Dividing line (computed by closure)	N05°34′40″W	56.66

Coordinate computation
Each line was converted to east and north components and summed, starting from a local origin at the northwest (dividing) corner. Units are feet on grid north.

CORNER	ΔEAST	ΔNORTH	EAST	NORTH
P0 NW dividing corner	—	—	0.00	0.00
P1 NE corner	+54.08	+20.29	54.08	20.29
P2 SE corner (D, Summit)	+0.83	−124.67	54.90	−104.37
P3 SW corner (C, Summit)	−10.14	−7.24	44.77	−111.62
P4 reentrant (B, strip top)	−0.44	+54.69	44.32	−56.93
P5 (A)	−38.82	+0.54	5.51	−56.39
close back to P0	−5.51	+56.39	0.00	0.00

Areas
Areas were computed from the coordinates above by the coordinate (shoelace) method.

AREA	SQUARE FEET
Proposed Lot 2, total (closed traverse)	4,000.7
Proposed Lot 2, total (as stated on the CSM)	4,001
Access strip to Summit Avenue (B, B′, D, C)	521.7 (≈ 522)
Deep residential lot, net of the access strip	3,479.0 (≈ 3,479)

Check. The reconstructed Lot 2 totals 4,000.7 sq ft, compared to the 4,001 sq ft stated on the CSM, a difference of 0.3 sq ft (0.008%). That agreement confirms the boundary was read correctly.

Strip. The access strip is the panhandle from Summit Avenue up to the point where the lot widens (corner B). Its top is the line from B across to the east line at B′ (54.59, −57.07). It is about 10.1 ft wide at the street and 54.69 ft long.

Net lot. 4,000.7 − 521.7 = 3,479.0 sq ft. The 4,001 sq ft on the CSM, therefore, includes the access strip; the area remaining after the strip is removed is about 3,479 sq ft.

Governing ordinance
MGO 28.135(3)(b)3:

> The strip of land of land [sic] between the improved public street and the remainder of the rear lot shall not contain any buildings or structures and said strip of land shall not be used to satisfy any area or yard requirement for the rear lot. The rear lot shall be connected to the public street by a strip of land no narrower than 10 (ten) feet.

MGO 28.135(3)(b)4:

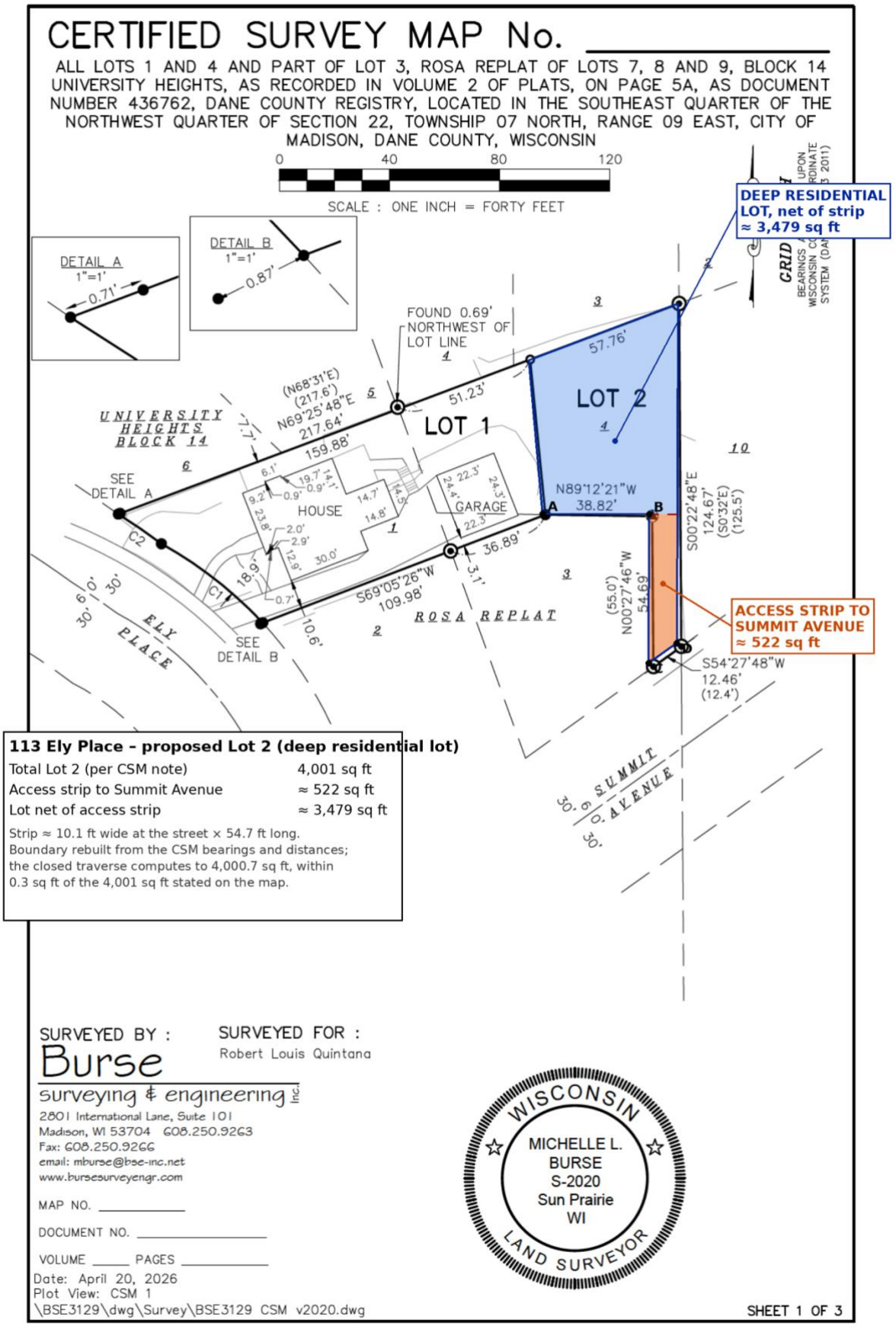
> All of the lots proposed shall comply with the minimum required lot area.

Read together, the strip cannot count toward the lot's area requirement, and the lot must independently meet the minimum required lot area. The area available to satisfy that minimum is therefore about 3,479 sq ft, not 4,001 sq ft.

Method and limitations
Coordinates use grid north and a local origin at the northwest (dividing) corner. Areas were computed by the coordinate (shoelace) method. The CSM provided is a scanned image without a digital data layer, so the dimensions were read from the drawing. Because the total closes to within 0.3 sq ft of the surveyor's stated 4,001 sq ft, the relative geometry is sound; the absolute figures carry a few square feet of uncertainty. The strip area is stable: cutting it at the reentrant corner along the survey's own jog line gives 521.7 sq ft, and along a level line gives 522.4 sq ft.

J
F

Figure 1. Reconstructed boundary and access strip overlaid on the CSM



From: Tuttle, Meagan
To: Cleveland, Julie
Subject: FW: 113 Ely Place land division (Legistar 93071): was Lot 2 confirmed as a legal lot?
Date: Friday, July 10, 2026 3:23:34 PM
Attachments: image003.png
260625_LEGISTAR00000_MEMORANDUM.pdf

Hi Julie,
Can you please attach the below email chain and attached PDF to both Leg 93071 and 93802?

Thanks!
Meagan

Meagan Tuttle, AICP *(she, her, hers)*
Director, Planning Division
City of Madison Department of Planning &
Community & Economic Development
215 Martin Luther King Jr. Blvd., Ste. 017
Madison, Wisconsin 53703
P: 608-266-5974
Email: mtuttle@cityofmadison.com
Web: http://www.cityofmadison.com/dpced/planning/

From: Tuttle, Meagan
Sent: Friday, July 10, 2026 3:21 PM
To: 'Alex Saloutos' <asaloutos@tds.net>
Cc: Bannon, Katie <KBannon@cityofmadison.com>; Tucker, Matthew <MTucker@cityofmadison.com>; Smith, Kate <kmsmith@cityofmadison.com>; Vidaver, Regina <district5@cityofmadison.com>; Firchow, Kevin <KFirchow@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>; Smith, Kate <kmsmith@cityofmadison.com>
Subject: RE: 113 Ely Place land division (Legistar 93071): was Lot 2 confirmed as a legal lot?

Hi Alex,

The City will make the determination on whether Lot 2 meets the standards for approval when we get a CSM application. As noted below, we do not have such an application so I cannot give you an exact date on when that will be made. For example, we do not have another application deadline for a CSM until July 20. ***If*** an application came in for that deadline it would be reviewed ahead of any PC/Council approvals in late Aug/early Sept, and it is during that review that we confirm the submitted CSM meets the standards for the lot.

While we discussed with the applicant that they will need to confirm/ensure the

proposed lot would meet the standards when the CSM is ultimately submitted, our ordinances do not bar an applicant from seeking other related approvals. The purview of the code and/or BCC associated with those related reviews can surface issues that then prompt changes to an application, so some applicants chose to pursue them in advance. I shared that we have various procedures for how to handle those changes, when needed. The Council's consideration of the appeal will need to consider the same standards that the Landmark Commission used in its decision.

I also want to clarify the Council schedule for the appeal (Legistar 93802). It will be introduced formally on the July 21 agenda, but the hearing will not be until August 4. You can find the hearing date detail if you click on "Action Details" listed in the referral history line.

I will request this email and your memo are attached to the files.

Thanks,
Meagan

Meagan Tuttle, AICP *(she, her, hers)*
Director, Planning Division
City of Madison Department of Planning &
Community & Economic Development
215 Martin Luther King Jr. Blvd., Ste. 017
Madison, Wisconsin 53703
P: 608-266-5974
Email: mtuttle@cityofmadison.com
Web: http://www.cityofmadison.com/dpced/planning/

From: Alex Saloutos <asaloutos@tds.net>
Sent: Wednesday, July 8, 2026 10:28 PM
To: Tuttle, Meagan <MTuttle@cityofmadison.com>
Cc: Bannon, Katie <KBannon@cityofmadison.com>; Tucker, Matthew <MTucker@cityofmadison.com>; Smith, Kate <kmsmith@cityofmadison.com>; Vidaver, Regina <district5@cityofmadison.com>; Firchow, Kevin <KFirchow@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>; Smith, Kate <kmsmith@cityofmadison.com>
Subject: Re: 113 Ely Place land division (Legistar 93071): was Lot 2 confirmed as a legal lot?

Dear Ms. Tuttle,

Thank you for your July 7 email.

My June 26 memo asked two questions and requested a written answer to each: whether staff confirmed that proposed Lot 2 is a legal lot before the Certificate of Approval was reviewed,

and if not, whether that determination can be made before the appeal proceeds. Your email answers the first only by implication: no determination has been made. It does not address the second at all. It is written around the questions rather than to them. The public is entitled to straight answers to simple questions from its public servants, and answers written around questions are disrespectful to the people who ask them.

So here is the second question again, in present terms. Will the City determine whether proposed Lot 2, as shown on the April 20, 2026, Certified Survey Map, is a legal lot before the Common Council takes up the appeal (Legistar 93802, on the July 21 agenda)? If you cannot make or obtain that determination, tell me who can and what it would take.

There was no legal requirement to determine whether Lot 2 is a legal lot before the Landmarks Commission reviewed the Certificate of Approval. There was also nothing preventing it, and common sense demanded it. It would have spared the applicant, staff, the Commission, and the public everything that has followed. The same is true today. Nothing requires the determination before the Council hears the appeal, and nothing prevents it. The City has had the survey since the application was filed. If Lot 2 is not a legal lot, everyone should know that before the Council spends a hearing on it. If it is, the appeal proceeds on solid ground. Either way, the determination should come first.

Because the appeal is on the July 21 agenda, I would appreciate a written answer by Tuesday, July 14. Please also add my June 26 memo, your July 7 email, and this email to Legistar files 93071 and 93802; as of today, the memo appears in neither.

Thank you,

Alex Saloutos
Phone: (608) 345-9009
Email: asaloutos@tds.net

From: "Tuttle, Meagan" <MTuttle@cityofmadison.com>
Date: Tuesday, July 7, 2026 at 7:56 PM
To: Alex Saloutos <asaloutos@tds.net>
Cc: "Bannon, Katie" <KBannon@cityofmadison.com>, Matt Tucker <MTucker@cityofmadison.com>, "Smith, Kate" <kmsmith@cityofmadison.com>, Regina Vidaver <district5@cityofmadison.com>, "Firchow, Kevin" <KFirchow@cityofmadison.com>
Subject: Re: 113 Ely Place land division (Legistar 93071): was Lot 2 confirmed as a legal lot?

Hi Alex,

Multiple staff in the Division inquired with the applicant about whether the proposed Lot 2 does in fact meet the minimum lot size required in the zoning code before the Landmark Commission review occurred. Staff had communications with the applicant about verifying the lot size with their consulting professionals, and provided guidance about how the documentation would needed to be updated/supplemented before the CSM application is formally submitted. It has not been submitted yet; without the official CSM application, the staff's official review and determination — as you noted-- is limited

to the purview of the Landmark Ordinance. The Landmark Commission has procedures that allow for minor adjustments to prior approvals to be reviewed and approved by staff. If major adjustments are required, it would require another review by the Commission. The applicant was also made aware of this and should not be mistaken about what they're entitled to as a result of the Landmark Commission review and approval.

Thank you,
Meagan

Meagan Tuttle, AICP *(she, her, hers)*
Director, Planning Division
City of Madison Department of Planning &
Community & Economic Development
215 Martin Luther King Jr. Blvd., Ste. 017
Madison, Wisconsin 53703
P: 608-266-5974
Email: mtuttle@cityofmadison.com
Web: http://www.cityofmadison.com/dpced/planning/

From: Alex Saloutos <asaloutos@tds.net>
Sent: Friday, June 26, 2026 1:05 PM
To: Tuttle, Meagan <MTuttle@cityofmadison.com>
Cc: William Fruhling <WFruhling@cityofmadison.com>; Bannon, Katie <KBannon@cityofmadison.com>; Tucker, Matthew <MTucker@cityofmadison.com>; Kim Smith <ksmith@donsimonhomes.com>; Smith, Kate <kmsmith@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>; Vidaver, Regina <district5@cityofmadison.com>
Subject: 113 Ely Place land division (Legistar 93071): was Lot 2 confirmed as a legal lot?

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Ms. Tuttle,

Attached is a memo concerning the land division at 113 Ely Place (Legistar 93071), which the Landmarks Commission approved on June 8, 2026. It asks a threshold question: whether staff confirmed that the proposed Lot 2 is a legal lot before the preservation planner, Commission, and interested neighbors spent time on the Certificate of Approval. The memo explains why Lot 2 appears to fall short of the TR-C2 minimum lot area once the access strip is excluded, and it includes an addendum with the calculations and a marked-up survey.

I would appreciate a written response confirming whether this was done and, if not, whether it can be made before the appeal proceeds. I have also asked that this memo be included in the Legistar file for 93071 and in the file created for the appeal.

Thank you,
--

Alex Saloutos
Phone: (608) 345-9009
Email: asaloutos@tds.net

From:	Aaron Gary
To:	All Alders
Cc:	Kapusta-Pofahl, Karen; Bailey, Heather; Smith, Kate; Vidaver, Regina
Subject:	Legistar File # 93802: Appeal of Landmarks Commission decision, 113 Ely Pl
Date:	Monday, July 20, 2026 10:43:56 PM
Attachments:	Appeal supplement Legistar 93802.pdf Appeal supplement Legistar 93802 attachment 1.pdf Appeal supplement Legistar 93802 attachment 2.pdf

Some people who received this message don't often get email from aaronrgary@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good evening,
Attached please find correspondence and additional material supplementing the Petition of Appeal in Legistar File # 93802.
Please let me know if you have any questions or need anything further from me.
Thank you. Aaron

To: Members of the Common Council

Re: Supplemental Materials, Petition of Appeal of Landmarks Commission Decision,
113 Ely Pl land division
Legistar File # 93802

Dear Alders:

This correspondence supplements the above-referenced Petition of Appeal filed June 22, 2026, by (1) adding a discussion of MGO 28.211, and (2) attaching additional documents. As set forth in the Petition, the Landmarks Commission erred as a matter of law when it approved a land division at 113 Ely Pl in the University Heights Historic District.

The Petition examines in detail, on pages 7-9, the Commission's failure to apply the ordinance definition of "lot," a term intended to cover the entire property described in the Register of Deeds records. The definition of "lot" is critical to the outcome in this matter because the issue on appeal is whether adjacent lots are compatible in size. In comparing size, one must compare apples with apples. Yet, the Commission relied on a meaning of the term "lot" that is contrary to the ordinance definition, creating an erroneous basis of comparison.

A review of the virtually identical definitions of "lot" in MGO 41.02 and MGO 28.211 leaves no doubt that the term "lot" is intended to cover the entire property described in the Register of Deeds records. If the Register of Deeds records identify two or more historic plat sections denominated as lots, the definition of "lot" means all of them together, not any one of them separately (as espoused by staff).

MGO 41.02 states, "Lot means a tract of land, designated by metes and bounds, land survey, minor land division or plat recorded with the Dane County Register of Deeds."

MGO 28.211 states, "Lot. A tract of land, designated by metes and bounds, land survey, minor land division or plat, and recorded in the office of the county register of deeds."

The definitions of "lot" for purposes of MGO chs. 28 and 41 are substantively identical. The term "lot" plays an important role in assessing whether property is of sufficient size for development. In a district zoned TR-C2, the "lot area" for a single-family detached dwelling must be at least 4,000 square feet (not counting the access strip). MGO 28.043(2), 28.135(3)(b)4. It is axiomatic that "lot" in this provision is the entire property, not merely one of several plat sections. The definition of "lot area" in MGO 28.211, which is "the area of a horizontal plane bounded by the front, side and rear lot lines …" reinforces the conclusion that "lot area" is the whole of the property, not a subunit corresponding to a historic plat section. "Lot size" in MGO 41.18(4) and "lot area" in MGO 28.043(2) are synonymous. They both refer to the entire property described in the Register of Deeds records. A comparison of the nearly identical provisions of MGO ch. 41 and MGO ch. 28 offers additional compelling evidence that the Landmarks Commission relied on an erroneous interpretation of the term "lot" in reaching its decision.

As stated in the Petition, there are only three lots that are adjacent to the proposed new lot 2:

101 Ely Pl:	9,531 sq. ft.
1806 Summit Ave:	7,000 sq. ft.
167 N Prospect Ave:	12,737 sq. ft.
Avg.:	9,756 sq. ft.

The average adjacent lot size of 9,756 square feet is nearly two-and-a-half times bigger (precisely 2.44 times bigger) than the proposed new lot of 4,001 square feet. In other words, the proposed new lot is a mere 41% of the average size of the adjacent lots. The Petition includes on pages 2 and 3 maps that identify the adjacent lots and their sizes. The information contained in the map on page 2 is taken from the city assessor's website. I have attached to this correspondence screenshots from the city assessor's website showing the property description and identifying "lot size" of the three adjacent lots. I have also attached records from the Dane County Register of Deeds office showing that the property description recorded with the Register of Deeds for these three lots matches in substance the property description on the city assessor's website.

As set forth in the Petition, petitioners request that the Common Council reverse the Landmarks Commission's decision and find that the proposed new lot is incompatible in size with the three adjacent lots.

Aaron Gary
167 N Prospect Ave
July 20, 2026

Attachments:
Screenshots from city assessor's website
Copies of property records from the Dane County Register of Deeds office

DOCUMENT NO.

1545328

STATE BAR OF WISCONSIN — FORM 2
WARRANTY DEED
THIS SPACE RESERVED FOR RECORDING DATA

88

Office of Register of Deeds)
Dane County, Wisconsin) ss

Received for Record Oct 27
19 77 at 9 40 o'clock a M
and recorded in vol. 877
of records on page 3
Gladys K. Bobcock
Register

RETURN TO James E. Welch
Ross & Stevens, S.C.
Fuel Wis Bldg
Madison, Wis 53703

By This Deed, Palmer R. Kundert and Kathryn E. Kundert, his wife

Grantor conveys and warrants to Robert C. Bless

Grantee,

for a valuable consideration

the following described real estate in Dane County, State of Wisconsin:

Tax Key #

This is homestead property.

Lots Two (2) and Three (3), Rosa Replat of Lots 7, 8 and 9, Block 14, University Heights, in the City of Madison, except that part of Lot 3 lying North of the line between Lots 1 and 2 extended Easterly until it meets the lot line between Lots 3 and 4 of said plat.

Exception to warranties: except taxes and special assessments, if any, levied or assessed on or after January 1, 1977, easements and restrictions of record, municipal and zoning ordinances and landmark designation.

Executed at Madison, Wisconsin this 26th day of October 19 77

SIGNED AND SEALED IN PRESENCE OF

Palmer R. Kundert (SEAL)
Palmer R. Kundert

Kathryn E. Kundert (SEAL)
Kathryn E. Kundert

(SEAL)

(SEAL)

Signatures of Palmer R. Kundert and Kathryn E. Kundert

authenticated this 26th day of October 19 77

Frederick C. Suhr
Frederick C. Suhr

Title: Member State Bar of Wisconsin or Other Party Authorized under Sec. 706.06 viz.

STATE OF WISCONSIN } ss.
County.

Personally came before me, this day of 19
the above named

to me known to be the person who executed the foregoing instrument and acknowledged the same.

THIS INSTRUMENT WAS DRAFTED BY

Frederick C. Suhr

TRANSFER
$120.00
FEE PAID

The use of witnesses is optional.

Notary Public, County, Wis.

VOL 877 PAGE 3

My commission (expires) (is)

Names of persons signing in any capacity should be typed or printed below their signatures.

WARRANTY DEED — STATE BAR OF WISCONSIN FORM No. 2 — 1971 — Wisconsin Legal Blank Company Milwaukee, Wis. (Job 82441)

WARRANTY DEED

DANE COUNTY
REGISTER OF DEEDS

DOCUMENT #
3808966

09/12/2003 02:29:25PM

Trans. Fee: 1680.00
Exempt #:

Rec. Fee: 13.00
Pages: 2

002310

This Deed, made between **Carl-Wilhelm R. de Boor and Helen Bee** husband and wife
Grantor and **Aaron R. Gary and** [redacted] husband and wife Grantee,

Witnesseth, That the said Grantor, for a valuable consideration of one Dollar ($1.00) and other good and valuable consideration conveys to

Grantee the following described real estate in Dane County, State of Wisconsin:

RETURN TO:
A. Gary & [redacted]
167 N. Prospect
Madison, WI 53726

Tax Parcel No. **251/0709-222-2003-6**

* Redaction to carry out purpose of Wis Stat § 757.07(2)

This **is** homestead property.

Together with all and singular the hereditaments and appurtenances thereunto belonging; and **Carl-Wilhelm R. de Boor and Helen Bee** warrants that the title is good, indefeasible in fee simple and free and clear of encumbrances except recorded restrictions, covenants, easements of record and all applicable zoning ordinances, and will warrant and defend the same.

Dated **September 4, 2003**

Carl-Wilhelm R. de Boor

Helen Bee

AUTHENTICATION

Signature(s)

authenticated this **September 4, 2003**
TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, authorized by § (4,6) 706.06, Wis. Stats)

THIS INSTRUMENT WAS DRAFTED BY
Attorney Marvin P. Ripp

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTARY PUBLIC DIANE GREENE STATE OF WISCONSIN

ACKNOWLEDGEMENT

State of **Wisconsin**

SS:

Dane County
Personally came before me this **September 4, 2003** the above named **Carl-Wilhelm R. de Boor and Helen Bee** to me known to be the person(s) who executed the foregoing instrument and acknowledge the same.

Notary Public **Dane** County, **Wisconsin**
My Commission is permanent.
If not, state expiration date: 10-2-03

File No.: 575378

2/3

002311

All of Lot 3, and that part of Lot 4, Block 14, University Heights, In the City of Madison, Dane County, Wisconsin, described as follows: Commencing at the Northeasterly corner of said Lot 4; thence Westerly along the Northerly line of said Lot 4, to a point 131.75 feet Southwesterly from the Northeasterly corner of said Lot 3; thence Southeasterly to a point on the Southerly line of said Lot 4 that is 77.12 feet Southwesterly of the Southeasterly corner of said Lot 3; thence Northeasterly to the Southeasterly corner of said Lot 4; thence North along the Easterly line of said Lot 4 to the point of beginning.

DOCUMENT NO.

1480539

WARRANTY DEED
STATE OF WISCONSIN—FORM 9

THIS SPACE RESERVED FOR RECORDING DATA

Office of Register of Deeds } ss
Dane County, Wisconsin }

Received for Record Aug. 2
19 74 at 7:55 o'clock A M.
and recorded in vol. 708
of Records on page 369
Harold K. Dahl
Register

RETURN TO HEINRICH K. SCHNOES
1806 SUMMIT AVENUE
MADISON, WISCONSIN

91

THIS INDENTURE, Made by Ovid O. Meyer and Irene H. Meyer, his wife

grantors of the city of Madison, Dane County, Wisconsin, hereby conveys and warrants to Heinrich K. Schnoes and Marie L. Schnoes, husband and wife as joint tenants

grantees of the city of Madison, Dane County, Wisconsin for the sum of one dollar and other good and valuable consideration

the following tract of land in Dane County, Wisconsin:

Lot Ten (10), Block Fourteen (14), University Heights, City of Madison.

IT IS STATED FOR INFORMATIONAL PURPOSES THAT LYDA MEYER WAS ALSO KNOWN AS LYDA H. MEYER.

In Witness Whereof, the said grantors have hereunto set their hands and seals this 30th day of July, A. D., 19 76

SIGNED AND SEALED IN PRESENCE OF

William A. McNamara

Irene G. McNamara

Ovid O. Meyer (SEAL)

Irene H. Meyer (SEAL)

TRANSFER $ 57.50 FEE PAID

(SEAL)

(SEAL)

State of Wisconsin, Dane County. } Personally came before me, this 30th day of July, A. D., 19 76, the above named Ovid O. Meyer and Irene H. Meyer

to me known to be the persons who executed the foregoing instrument and acknowledged the same.

VOL 708 PAGE 369

THIS INSTRUMENT WAS DRAFTED BY

William A. McNamara

NOTARY SEAL

William A. McNamara
Notary Public, Dane County, Wis.

My commission ~~expires~~ (is) permanent

(Section 59.51 (1) of the Wisconsin Statutes provides that all instruments to be recorded shall have plainly printed or typewritten thereon the names of the grantors, grantees, witnesses and notary. Section 59.513 similarly requires that the name of the person who, or governmental agency which, drafted such instrument, shall be printed, typewritten, stamped or written thereon in a legible manner.)

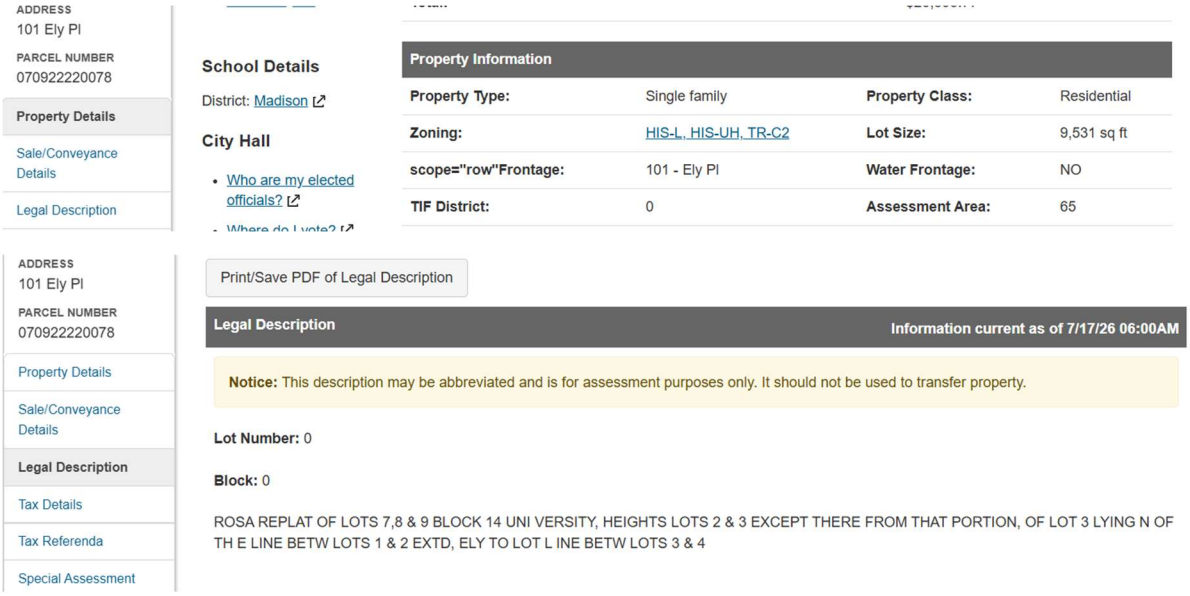
Wisconsin Legal Blank Company Milwaukee, Wis. (Job 31438)

Re: Supplemental Materials, Petition of Appeal of Landmarks Commission Decision,
113 Ely Pl land division
Legistar File # 93802

Attachment 1

Screenshots from relevant pages of city assessor's website,
https://www.cityofmadison.com/assessor/property/

101 El Pl



ADDRESS
101 Ely Pl
PARCEL NUMBER
070922220078
Property Details
Sale/Conveyance Details
Legal Description

School Details
District: Madison
City Hall
- Who are my elected officials?

Property Information			
Property Type:	Single family	Property Class:	Residential
Zoning:	HIS-L, HIS-UH, TR-C2	Lot Size:	9,531 sq ft
scope="row"Frontage:	101 - Ely Pl	Water Frontage:	NO
TIF District:	0	Assessment Area:	65

ADDRESS
101 Ely Pl
PARCEL NUMBER
070922220078
Property Details
Sale/Conveyance Details
Legal Description
Tax Details
Tax Referenda
Special Assessment

Print/Save PDF of Legal Description

Legal Description — Information current as of 7/17/26 06:00AM

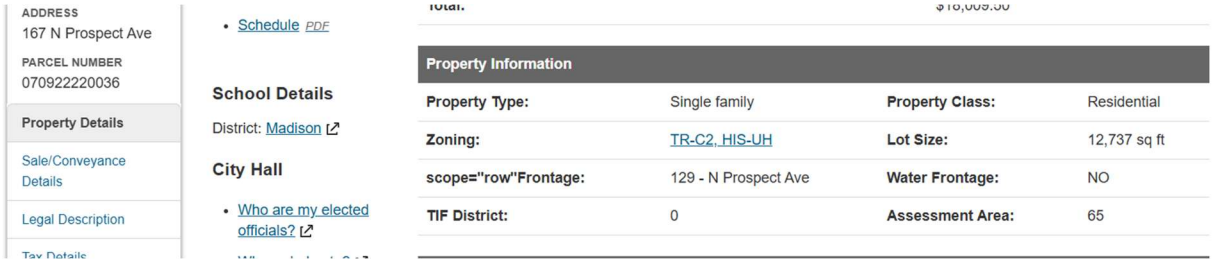
Notice: This description may be abbreviated and is for assessment purposes only. It should not be used to transfer property.

Lot Number: 0

Block: 0

ROSA REPLAT OF LOTS 7,8 & 9 BLOCK 14 UNI VERSITY, HEIGHTS LOTS 2 & 3 EXCEPT THERE FROM THAT PORTION, OF LOT 3 LYING N OF TH E LINE BETW LOTS 1 & 2 EXTD, ELY TO LOT L INE BETW LOTS 3 & 4

167 N Prospect Ave



ADDRESS
167 N Prospect Ave
PARCEL NUMBER
070922220036
Property Details
Sale/Conveyance Details
Legal Description

- Schedule PDF

School Details
District: Madison
City Hall
- Who are my elected officials?

Property Information			
Property Type:	Single family	Property Class:	Residential
Zoning:	TR-C2, HIS-UH	Lot Size:	12,737 sq ft
scope="row"Frontage:	129 - N Prospect Ave	Water Frontage:	NO
TIF District:	0	Assessment Area:	65

ADDRESS
167 N Prospect Ave
PARCEL NUMBER
070922220036

- Property Details
- Sale/Conveyance Details
- Legal Description
- Tax Details
- Tax Referenda
- Special Assessment

Print/Save PDF of Legal Description

Legal Description — **Information current as of 7/20/26 06:00AM**

Notice: This description may be abbreviated and is for assessment purposes only. It should not be used to transfer property.

Lot Number: 0

Block: 0

UNIVERSITY HEIGHTS, BLK 14, LOT 3 AND ALL OF LOT 4, EXC THEREFROM THE W 31 FT

1806 Summit Ave

ADDRESS
1806 Summit Ave
PARCEL NUMBER
070922220094

- Property Details
- Sale/Conveyance Details
- Legal Description

School Details

District: Madison

City Hall

- Who are my elected officials?
- Where do I vote?

Property Information			
Property Type:	Single family	**Property Class:**	Residential
Zoning:	HIS-UH, TR-C2	**Lot Size:**	7,000 sq ft
scope="row"Frontage:	70 - Summit Ave	**Water Frontage:**	NO
TIF District:	0	**Assessment Area:**	65

ADDRESS
1806 Summit Ave
PARCEL NUMBER
070922220094

- Property Details
- Sale/Conveyance Details
- Legal Description
- Tax Details
- Tax Referenda

Print/Save PDF of Legal Description

Legal Description — **Information current as of 7/17/26 06:00AM**

Notice: This description may be abbreviated and is for assessment purposes only. It should not be used to transfer property.

Lot Number: 0

Block: 0

UNIVERSITY HEIGHTS, BLK 14, LOT 10.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93780

File ID:	93780	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	07/01/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Killdevil RC LLC • dba Killdevil Rum Club
2042 Atwood Ave • Agent: Mitchell Turino
Estimated Capacity (in/out): 86/0
Class B Combination Liquor & Beer • 80% alcohol, 10% food, 10% other
Police Sector 410 (District 6)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00359 App.pdf, LICLIB-2026-00359 Supplemental.pdf, 2042 Atwood Ave map.pdf, Letter of support Killdevil Rum Club.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/01/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING				Pass
	Action Text:	A motion was made by Verveer, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other. One registration in support.					

Text of Legislative File 93780

Title

Public Hearing - New License
Killdevil RC LLC • dba Killdevil Rum Club
2042 Atwood Ave • Agent: Mitchell Turino
Estimated Capacity (in/out): 86/0
Class B Combination Liquor & Beer • 80% alcohol, 10% food, 10% other
Police Sector 410 (District 6)

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number) _____

(Legistar file number) _____

(License number) LICLIB-2026-00359

(Alder District #) 6 (Police Sector) _____

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☒ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Killdevil RC, LLC

2. Trade Name (doing business as) Killdevil Rum Club

3. Address to be licensed 2042 Atwood Ave, Madison WI 53704

4. Mailing address 2042 Atwood Ave, Madison WI 53704

5. Anticipated opening date Oct 1, 2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☐ No ☒ Yes (explain)

   I/O Arcade Bar, LLC - same owner

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   2600 sqft basement space. Alcohol is stored behind bar and in designated liquor closet behind office. No outdoor seating.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 86 Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

    Street parking

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Mitchell Turino

13. City, state in which agent resides Madison, WI

14. How long has the agent continuously resided in the State of Wisconsin? 34 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 10/2018

16. State and date of registration of corporation, nonprofit organization, or LLC.

    WI, 11/2025

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Member	Mitchell Turino	Madison, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Mitchell Turino

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☐ No ☒ Yes (explain) Mitchell Turino, owner of I/O Arcade Bar

Section D—Business Plan

21. What type of establishment is contemplated?
☒ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4pm - 12am	-	4pm - 12am	4pm - 12am	4pm - 12am	4pm - 2am	4pm - 2am
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
80 % Alcohol 10 % Food 10 % Other

If applicable, describe "Other": Collectible mugs and merchandise

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☒ Yes—what kind? Karaoke

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 27 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 2 0 3 5 4 7 - 0 2

39. Federal Employer Identification Number 41-2799058

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Mitchell Turino

Business phone 608 354 6092 Business e-mail address mitchell@killdevil.bar

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☒ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☒ Appointment of Agent (if Corp/LLC), ☒ Member background investigation forms, ☒ Articles of Incorporation (if Corp/LLC), ☒ Floor Plans, ☒ Copy of Lease, ☒ Business Plan, and ☒ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Mitchell Turino
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

5-12-2026
(Date)

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)
☐ FEIN
☐ Written description of premises
☐ Background investigation form(s)
☐ Form for surrender of previous license
☐ *Articles of Incorporation
☐ *Appointment of Agent
☐ Floor Plans
☐ Lease
☐ Business Plan
☐ **Sample Menu

* Corporation/LLC only
** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Killdevil Rum Club

2042 Atwood Ave

Owned & Operated by
Mitchell Turino

Killdevil Rum Club is a unique tropical bar concept in Madison, WI, heavily featuring the rainbow of flavors and styles that is rum. Located in the basement at 2042 Atwood Ave, Killdevil offers an immersive, speakeasy-style escape for cocktail enthusiasts.

Killdevil aims for a certain amount of education as well as consumption - rum has a rich, even dark, history, as do the cocktails that feature it. Tasting classes, cocktailing courses, and endless tidbits and trivias can serve as an on-ramp for customers and new cocktail fans.

Rum's long history and low-cost components means it tends to be more affordable than most other liquors, and a unique concept in a vibrant neighborhood means Killdevil is expected to have a steady revenue stream and good profitability.

Why rum?

Rum was the first American spirit - its trade through the East coast and the Caribbean defined generations of economic progress in the United States. Dozens of styles, hundreds of distilleries, and thousands of different bottles transformed the world through their distribution and development through the centuries. But as whiskey became the drink of the American patriot, the rum market fell to the wayside. These days, rum is part of a huge resurgence as a diverse, delicious, and creative spirit used in hundreds of traditional, modern, and tropical cocktails.

Who's in charge?

Mitchell Turino has 10 years of experience developing and running a high volume bar at I/O Arcade Bar, winner of Best Bar in Madison on three separate occasions, which opened in 2018 but began development in 2016. This experience is compounded from being in two different locations - having moved during the COVID-19 pandemic into a larger space - each with their own unique challenges. This means KDRC is a bar that will be run by an industry veteran to provide an organized, relaxed, and unique experience.

Where is this?

Killdevil is currently planned in the basement of 2042 Atwood Ave, near many other successful bars and restaurants like Bar Corallini, Alchemy, The Green Owl, Ideal, and the Green Room. It's a 2600 sqft ADA-accessible space with a very cool and understated entrance (like a Tiki speakeasy... or Tik-easy?). The space has ample room for storage and office space, as well as a secondary seating space that can be cordoned off for private events. The top floor is occupied by The Baked Lab, a bakery that aims to offer wine cafe vibes with lots of sweet treats.

Marketing

Much of the marketing for KDRC will be word of mouth, aided by Mitchell's other business, I/O. Hundreds of unique guests a week make it easy for word to spread about a literally underground bar nearby. But on top of that, there are also ample opportunities in the neighborhood, like direct marketing through the nearby Barrymore Theatre, working with the Williamson-Marquette Business Association, sponsoring the annual AtwoodFest, and more. The event space in the bar allows participation in public markets and makers' fairs.

Sales Plan

Most of the sales plan comes from the drinks - large drinks with a blend of rums, a wide array of ingredients, fun glasses, and exotic garnishes. Killdevil is largely about the exotic experience of tropical drinks and memorabilia in a colorful space. It's quiet, it's unassuming, but once inside, it's a whole new world far away from typical Madison nightlife.

Tropical drinks range from $8 for a simple tap cocktail to $50 for a sharable bowl for 4-6 people. The menu is split into 6 different menu sections:
1) Rum classics: cocktail standards. $8-16.
2) Tropical drinks: Zombies, Mai Tais, Jungle Birds, and a ton of other juicy, bright, strong drinks make up this section of the menu. $11-18.
3) Experiments: A small list of cocktails that we feel push rum in bold new directions. $10-18.
4) Sharables: Drinks designed to be shared between 2-6 people. $20-50.
5) N/A: Mocktails made with our high quality juices, teas, and syrups for those looking for a sober experience. $8-12
6) THC: A budding market trend that offers a different kind of buzz. $12-18.

Sample Menu

Wine - Cabernet Sauvignon, Malbec, Chardonnay, Albariño, champagne, rose
Beer - High Life, Modelo, Red Stripe, PBR, Mango Cart, local sour beer, local IPA

Cocktails:

Tropical:
Mai Tai - Two rums, orange liqueur, lime, house-made almond syrup
Three Dots and a Dash - Rhum agricole, lime, orange, falernum, allspice dram
Zombie - Three rums, grapefruit, house-made grenadine, herbstura, cinnamon, falernum, lime
Hurricane - Rum, passionfruit, lemon, orange
Painkiller - Rum, pineapple, orange, lime, coconut
Humuna Humuna - Gin, lemon, pineapple, almond, bitters
Ancient Mariner - Two rums, lime, grapefruit, allspice dram, Angostura bitters
Lei-Lani Volcano - Coconut rum, pineapple, lime, guava
Killdevil Rum Barrel - Top secret! Rums, spices, citrus

Rum classics:
Daiquiri - Rum, sugar, lime
Cuba Libre - house-spiced rum, Coca Cola, lime juice, Angostura bitters
Wray & Ting - Wray & Nephew overproof rum, Ting grapefruit soda
El Presidente - Aged rum, dry vermouth, orange curacao, grenadine
Mojito - Unaged rum, sugar, lime, soda, mint
Kingston Negroni - Overproof Jamaican rum, Campari, sweet vermouth, orange

Our experiments:
Last Bird - Rum, gin, Campari, Luxardo, pineapple, lime, simple
Planet of the Apes - Rum, creme de banane, coconut cream, oat milk
Passion Plane - Rum, amaro, passion fruit liqueur, lemon
Tequila Saturn - Tequila, lemon, passion fruit syrup, almond syrup, falernum

Sharable cocktails:
Scorpion Bowl (2-4 people) - gin, brandy, two rums, grenadine, pineapple juice, orange juice, almond syrup
Fugu for Two(-Gu) - Infused vodka, coconut rum, lime, lemon, tamarind, champagne
Tempest Bowl - Tequila, apple brandy, guava, pineapple, lime, almond

Mocktails:
Samoan Sunset - Hibiscus tea, strawberry-basil shrub, lemon, soda
Pain-free - Pineapple shrub, orange, coconut, nutmeg
Isle of Kentucky - Bourbon-barrel aged tea, lemon, passionfruit, honey

Food
Cold Noodle Bowls - Sesame, thai lemongrass, sriracha peanut vegetarian noodle bowls
Batch Bakehouse Pretzels
Charcuterie

Rum Distillery list (tentative)

Barbados
Planteray
Mt Gay
Foursquare
Bumbu

Brazil
51
Leblon

Cuba(n-style)
Havana Club
Bacardi

Dominican Republic
Guatemala
Ron Zacapa
Botran

Guyana
Hamilton
El Dorado
Angostura
Lemon Hart

Haiti & Martinique
Clement
Barbancourt
Rhum JM
Jamaica
Hampden Estate
Smith & Cross
Doctor Bird
Appleton Estate
Wray & Nephew
Worthy Park
Myer's
Denizen

Nicaragua
Flor de Cana

Panama
Don Pancho

Puerto Rico
Don Q

Bacardi
Ron del Barillito

Venezuela
Diplomatico

Local
State Line
Old Sugar
Doundrins
Yahara Bay
Great Lakes

American
Chicago Cane Collective
Tattersall

South-east Asia
Tanduay
Batavia Arrack

KILLDEVIL RUM CLUB

2044 ATWOOD AVE.
MADISON, WI 53704

PROJECT GENERAL NOTES:

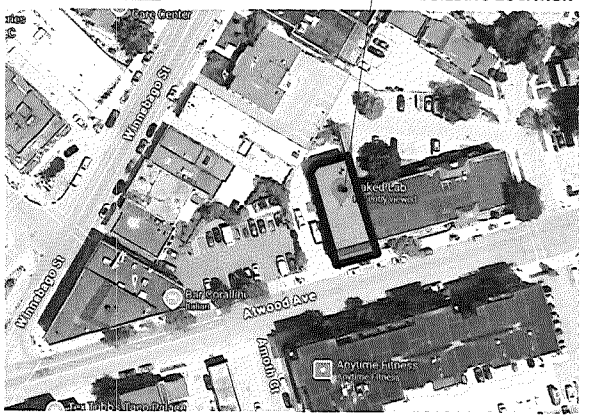
1. CONTRACTOR SHALL NOTIFY ARCHITECT IMMEDIATELY UPON DISCOVERING ANY DISCREPANCIES OR CONFLICTING INFORMATION IN THESE DOCUMENTS. CONTRACTOR SHALL CAREFULLY REVIEW AND COMPARE ALL DRAWINGS DURING THE BIDDING PERIOD AND BEFORE INSTALLATION OF THEIR WORK. ANY INCONSISTENCIES IN THE DRAWINGS SHALL BE REPORTED PROMPTLY TO THE ARCHITECT AND ENGINEER(S) FOR CLARIFICATION.
2. DO NOT SCALE DRAWINGS. THE DRAWINGS ARE NOT NECESSARILY TO SCALE - USE GIVEN DIMENSIONS. DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.
3. CONTRACTOR SHALL NOTIFY ARCHITECT AND OWNER IMMEDIATELY UPON DISCOVERING ANY UNANTICIPATED EXISTING SITE CONDITIONS AFFECTING THE EXECUTION OF THESE DOCUMENTS (SUCH AS HAZARDOUS MATERIALS, ETC.).
4. CONTRACTOR SHALL ABIDE BY ALL LOCAL, STATE AND FEDERAL CODES AND REGULATIONS GOVERNING THIS PROJECT.
5. JOB SITE SHALL BE BROOM SWEPT AND CLEAN AT THE END OF EACH DAY. ALL DEBRIS SHALL BE PICKED UP AND DISPOSED OF PROPERLY INTO APPROVED CONTAINER.
6. MAINTAIN DESIGNATED EGRESS ROUTES DURING CONSTRUCTION BY KEEPING CLEAR OF CONSTRUCTION DEBRIS AND CLEARLY MARKING THE PATH OF EGRESS TRAVEL.
7. ALL MECHANICAL (HVAC), ELECTRICAL, PLUMBING AND FIRE PROTECTION TO BE BY A DESIGN-BUILD DELIVERY METHOD AND ARE SUBSEQUENTLY NOT PART OF THESE DOCUMENTS. IT IS THE MEP CONTRACTOR'S RESPONSIBILITY TO COORDINATE WITH THE GENERAL CONTRACTOR AND WITH THESE DRAWINGS THE FINAL DESIGN, RETROFIT AND INSTALLATION OF THESE SYSTEMS. NOTIFY THE ARCHITECT PRIOR TO MAKING ANY REVISIONS TO THE STRUCTURE OR ARCHITECTURAL FEATURES.
8. HVAC CONTRACTOR SHALL SUBMIT PROPER DESIGN DRAWINGS AS NEEDED FOR PLAN APPROVAL AND BUILDING PERMITS.
9. WITHIN THIS DOCUMENT "NORTH, SOUTH, EAST, WEST" ARE REFERRED TO AS PROJECT NORTH AND MAY NOT BE TRUE NORTH.
10. ALL EXPOSED WOOD AND/OR WOOD IN CONTACT WITH CONCRETE OR MASONRY SHALL BE PRESSURE TREATED.
11. PROVIDE GFI OUTLETS NEAR WATER SOURCES AND AS REQUIRED BY IEC.
12. PROVIDE FIRE BLOCKING AND DRAFTSTOPPING THROUGHOUT BUILDING PER IBC CHAPTER 7.
13. SUBMIT ALL FIXTURES, APPLIANCES, MATERIALS, SHOP DRAWINGS, PLAN MODIFICATIONS TO THE ARCHITECT FOR REVIEW AND APPROVAL.
14. IN SOME CASES THE SELECTION OF SPECIFIC ACCESSORIES, HARDWARE, MATERIALS OR FINISHES MAY NOT BE AVAILABLE AT ISSUANCE OF THESE DRAWINGS. THESE INSTANCES ARE INDICATED WITH "TBD", OR "TO BE DETERMINED". IN THESE SITUATIONS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING APPROPRIATE ALLOWANCES TO COVER THE MATERIAL AND INSTALLATION FOR THAT ELEMENT, BASED ON THE BEST INFORMATION PROVIDED. IF NO INFORMATION IS PROVIDED, ASSUME A MID-RANGE PRODUCT COST TO SATISFY THE INTENT OF THE PROJECT. THE CONTRACTOR SHALL CLEARLY STATE IN THEIR BID PROPOSAL WHAT THE ALLOWANCE VALUE AND UNIT PRICE IS, LISTED SEPARATELY FOR EACH ITEM.
15. IF THE CONTRACTOR ELECTS TO NOT PROVIDE A PRICE FOR ANY ELEMENT CONTAINED IN THESE DOCUMENTS, FOR WHATEVER REASON, THE CONTRACTOR SHALL CLEARLY INDICATE THIS EXCLUSION IN THEIR BID PROPOSAL. IF NO EXCLUSION IS MADE, IT IS THE CONTRACTUAL OBLIGATION OF THE CONTRACTOR TO PROVIDE THE ELEMENT IN ACCORDANCE WITH THE GENERAL INTENT OF THE DRAWINGS.
16. IN THE EVENT OF CONTRADICTION OF DOCUMENTS, SPECIFICATIONS SHALL TAKE PRECEDENT. IF A CONTRADICTION REMAINS, OR IF THE SPECIFICATION DOES NOT CLARIFY, THEN THE CONTRACTOR SHALL ASSUME THE MOST EXPENSIVE OF THE MATERIALS AND INSTALLATION WHEN COMPARING THE CONTRADICTORY ITEMS.

SHEET INDEX

SHEET NUMBER	SHEET NAME	REVISIONS MARK	REVISIONS DATE
GENERAL			
G002	BUILDING CODE & ENERGY ANALYSIS		
G003	FIRE SEPARATION & EGRESS PATH		
EXTERIOR ELECTRICAL			
E0101	SITE LIGHTING PLAN		
ARCHITECTURAL GENERAL			
A001	SYMBOLS & ABBREVIATIONS		
ARCHITECTURAL DEMOLITION			
AD101	EXISTING & DEMO FLOOR PLAN		
ARCHITECTURAL			
A101	LOWER LEVEL PLAN		
A102	LOWER LEVEL REFLECTED CEILING PLAN		
A401	ENLARGED FLOOR PLANS		
A501	PLAN DETAILS		
A601	DOOR AND WINDOW SCHEDULES		

PROJECT LOCATION

BUILDING LOCATION



NEED OWNERES INFO

PROJECT CONTACTS:

OWNER:
MITCHELL TURSO
[ADDRESS]
[CITY, STATE ZIP CODE]

CONTACT:
MITCHELL TURSO (OWNER)
[PHONE NUMBER]

ARCHITECT:
SKETCHWORKS ARCHITECTURE, LLC
2501 PARMENTER STREET, SUITE 300A
MIDDLETON, WI 53562

CONTACT:
AARON CLARK (PROJECT ARCHITECT)
MIGUEL REA (DESIGNER)
608-836-7570

GENERAL CONTRACTOR:
[COMPANY NAME]
[ADDRESS]
[CITY, STATE ZIP CODE]

CONTACT:
[NAME] (OWNER)
[PHONE NUMBER]

PRELIMINARY

ARCHITECT / ENGINEER OF RECORD

KILLDEVIL RUM CLUB
TENANT IMPROVEMENT
2044 ATWOOD AVE.
MADISON, WI 53704

Project Status

PROJ. #: 25001-01

© SKETCHWORKS ARCHITECTURE 2025

COVER SHEET

G001

A1 LOWER LEVEL NEW
1/4" = 1'-0"

-ANY SPECIAL CASEWORK IN THE BAR
-WHAT TYPE OF FLOORING
-WALL PAINT?
-WHAT TYPE OF PLATFORM AT VESTIBULE
-ARE WE FURRING ANY COLUMNS/

GENERAL PLAN NOTES:

A. MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION SYSTEMS SHALL BE DESIGN BUILD, UNLESS NOTED OTHERWISE. DESIGNED AS REQUIRED BY CURRENT BUILDING CODES. SEE SHEET A000 FOR ADDITIONAL INFORMATION RESPONSIBLE FOR ENSURING CODE COMPLIANT CONSTRUCTION OF NEW SYSTEMS IN TENANT SPACE.

B. PROVIDE SOUND INSULATION IN ALL DEMISING WALLS AND INTERIOR WALLS UNLESS NOTED OTHERWISE.

C. ALL INTERIOR WALLS TO BE GWB UNLESS NOTED OTHERWISE.

D. PROVIDE MOISTURE RESISTANT GWB AT ALL PLUMBING WALLS.

E. PROVIDE BLOCKING AT TOILET ROOM FIXTURES AND ACCESSORIES PER MANUFACTURING HEIGHTS INDICATED ON SHEET A501.

F. PROVIDE 2X BLOCKING AT ALL GRAB BAR LOCATIONS PER ANSI A117.1 2009

G. PROVIDE ADA APPROVED THRESHOLDS AT ALL NEW FLOOR TRANSITIONS AND DOORWAYS.

H. EXTERIOR DIMENSIONS ARE FROM CENDLINE TO CENTERLINE UNLESS NOTED OTHERWISE. PLEASE CONTACT ARCHITECT WITH ANY DISCREPANCIES.

I. INTERIOR DIMENSIONS FOR NEW CONSTRUCTION ARE TO FACE OF STUD UNLESS NOTED OTHERWISE. CENTERLINE UNLESS NOTED OTHERWISE. ALL DIMENSIONS FROM EXISTING WALLS ARE FROM FINISH FACE UNLESS NOTED OTHERWISE.

J. PERIMETER WALL SHALL HAVE A TYPICAL DIMENSION OF 4" FROM FACE OF FRAME TO FACE OF FINISH UNLESS NOTED OTHERWISE.

K. DOOR OPENING UNLESS NOTED OTHERWISE.

L. WALL DIMENSIONS ACCORDINGLY. CONTACT ARCHITECT WITH ANY DISCREPANCIES.

M. CONTRACTOR SHALL NOTIFY ARCHITECT, OWNER AND OWNER REPRESENTATIVE UPON DISCOVERY OF ANY CONDITIONS OR DISCREPANCIES WITH PROPOSED MODIFICATIONS.

N. CONSTRUCTION AREA. DURING CONSTRUCTION WORK, SEAL ALL DOORS AS REQUIRED. CONTRACTOR TO PROVIDE SEPARATION FOR DUST, DEBRIS AND SOUND.

O. GENERAL CONTRACTOR TO COORDINATE CONSTRUCTION SCHEDULE TO MINIMIZE IMPACT ON EXISTING BUILDING OPERATIONS AND PLANNED EVENTS. CONSTRUCTION SPACE MUST BE ADEQUATELY SECURED AND MONITORED PERIODICALLY PER OWNERS REQUEST. VERIFY CONSTRUCTION STAGING AREA PRIOR TO CONSTRUCTION. STAY WITHIN AGREED CONSTRUCTION SCHEDULE TO MEET OWNERS REQUIREMENTS. COORDINATE UTILITY SHUT DOWNS WITH OWNER PRIOR TO COMMENCEMENT OF WORK.

P. FIRE EXTINGUISHER CABINETS SHALL BE RATED TO MEET THE ASSOCIATED WALL FIRE RATING.

HATCH PATTERN KEY:

NEW CONSTRUCTION

EXISTING CONSTRUCTION

KEYNOTES:

1 MOP SINK
2 PLATFORM. COORDINATE WITH OWNER
3 WALL MOUNTED TV
4 BAR COUNTER. COORDINATE WITH OWNER FOR FINAL LOCATION
5 DOG EQUIPMENT. COORDINATE WITH OWNER FINAL LOCATION OF EQUIPMENT
6 COORDINATE WITH OWNER FINAL LOCATION OF CLOSET SHELVING

PRELIMINARY

ARCHITECT / ENGINEER OF RECORD

KILLDEVIL RUM CLUB

TENANT IMPROVEMENT
2044 ATWOOD AVE.
MADISON, WI 53704

Project Status

PROJ. # 25001-01
© 2025 CONCORD ARCHITECTURE

PLAN NORTH
TRUE NORTH ROTATION
0 1' 2' 4'
SCALE: 1/4" = 1'-0"

LOWER LEVEL PLAN

A101

July 2026 ALRC New License

Existing Class A Licenses.csv

All items

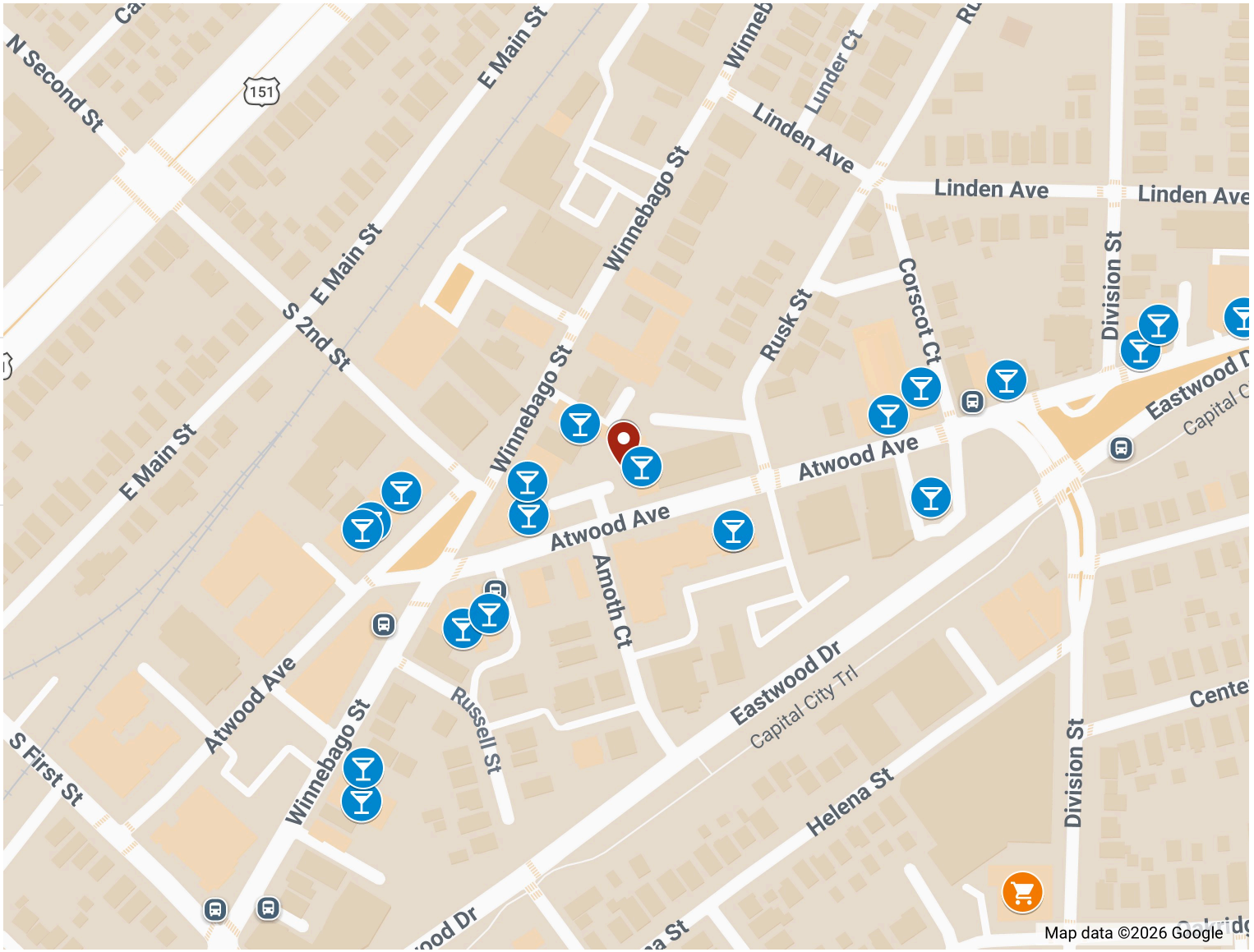
Existing Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



To The Alcohol License Review Committee

The Schenk Atwood Startweather Yahara Neighborhood Association (SASYNA) met with Mitchell Turino from Killdevil Rum Club on June 11th. At the meeting we discussed their plans for the bar at 2042 Atwood Avenue. The people in attendance were able to ask questions about the application to ALRC and were in support of the application.

SASYNA would like to register our support of the application and look forward to having the business join the community.

Ryan Koglin
SASYNA Board President

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93782

File ID:	93782	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	07/01/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Grandads Farm Stop LLC • dba Grandad's Farm Stop
3802 Mineral Point Rd • Agent: Patrick Randolph
Class A Beer, Class A Cider
Police Sector 208 (District 5)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2026-00366 App.pdf, LICLIA-2026-00366 Supplemental.pdf, 3802 Mineral Point Rd map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/01/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING				Pass
	Action Text:	A motion was made by Glenn, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other. One registration in support.					

Text of Legislative File 93782

Title

Public Hearing - New License
Grandads Farm Stop LLC • dba Grandad's Farm Stop
3802 Mineral Point Rd • Agent: Patrick Randolph
Class A Beer, Class A Cider
Police Sector 208 (District 5)

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

113

(Agenda Item Number)

(Legistar file number)

LICLIA - 2026 - 00366
(License number)

5 (Alder District #) 208 (Police Sector)

Office Use Only

Class A: ☑ Beer, ☐ Liquor, ☑ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit.
   GRANDADS FARM STOP LLC
2. Trade Name (doing business as) Grandad's Farm Stop
3. Address to be licensed 3802 Mineral Point Rd, Madison, WI, 53705
4. Mailing address 10312 Shady Birch Trl, Verona, WI, 53593
5. Anticipated opening date August 1, 2026
6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?
   ☑ No ☐ Yes (explain)
7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.
   A 1440 sqft Single Story building. The building has three areas (A retail area, a cafe and queuing area, and a prep space). Beer and cider will be sold in the retail area in a cooler or on a shelf. Beer and cider will be stored behind the Building in our walk in cooler or our dry storage shed.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: _____ Outdoor: _____

10. Describe existing parking and how parking lot is to be monitored.

The premises has an on-site parking lot accessible from Glenway St as well as a right turn only exit to Mineral Point Rd.

Parking will be monitored by store staff during business hours.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

   ☑ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Patrick D. Randolph

13. City, state in which agent resides Verona, WI

14. How long has the agent continuously resided in the State of Wisconsin? 1 year & 9 months

15. Has the liquor license agent completed the responsible beverage server training course?

   ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 05/27/2026

16. State and date of registration of corporation, nonprofit organization, or LLC.

   Wisconsin, 8/15/24

17. In the table below list the directors of your corporation or the members of your LLC.
   ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Owner	Patrick D. Randolph	Verona, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

   Patrick D. Randolph

19. Is applicant a subsidiary of any other corporation or LLC?

   ☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

   ☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☑ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7am -7pm	7am -7pm	7am - 7pm	7am - 7pm	7am - 7pm	7am - 7pm	7am -7pm
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
_____ % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☐ Yes—what kind? _____

_____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 27 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 3 6 6 2 7 0 - 0 2

39. Federal Employer Identification Number 41-3439542

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Patrick D. Randolph

Business phone 608-469-9055 Business e-mail address info@grandadsfarmstop.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name Bailey Lagman

Phone 608-662-0440 E-mail blagman@dfgrams.com

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC),
☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans,
☐ Copy of Lease, ☐ Business Plan, and ☑ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

5/28/2026
(Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only
Upon Application Submission, the Clerk's Office issued to the application: ☐ Orange sign ☐ Orange business card ☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information		
Date complete application filed with Clerk's Office _____ Date of ALRC meeting _____ Date license granted by Common Council _____ Date provisional issued _____ Date license issued _____		

GRANDAD'S FARM STOP

3802 Mineral Point Rd, Madison, WI
grandadsfarmstop.com
Menu & Price List

The following menu reflects all cafe items to be sold at Grandad's Farm Stop. Prices listed are current retail prices. Items are prepared and served on-site.

Hot Beverages

Item	12 oz	16 oz	20 oz
Brewed Coffee	$2.60	$2.70	$2.80
Latte	$5.40	$5.50	$5.70
Cappuccino	$5.40	$5.50	$5.70
Americano	$4.10	$4.21	$4.26
Mocha	$4.56	$4.65	$4.74
Hot Chocolate	$4.44	$4.53	$4.64
Tea	$4.15	$4.23	$4.30

Cold Beverages

Item	12 oz	16 oz	20 oz
Cold Brew	$4.35	$4.50	$4.65

Food Items

Item	Price
Pastry	$5.50

All beverages are prepared to order. Pastry selections may vary by day. No items are prepared off-site or sold for wholesale.

GRANDAD'S FARM STOP

3802 MINERAL POINT ROAD,
MADISON, WI 53705

PROJECT GENERAL NOTES:

1 CONTRACTOR SHALL NOTIFY ARCHITECT IMMEDIATELY UPON DISCOVERING ANY DISCREPANCIES OR CONFLICTING INFORMATION IN THESE DOCUMENTS. CONTRACTOR SHALL CAREFULLY REVIEW AND COMPARE ALL DRAWINGS DURING THE BIDDING PERIOD AND BEFORE INSTALLATION OF THEIR WORK. ANY INCONSISTENCIES IN THE DRAWINGS SHALL BE REPORTED PROMPTLY TO THE ARCHITECT AND ENGINEER(S) FOR CLARIFICATION.

2 DO NOT SCALE DRAWINGS. THE DRAWINGS ARE NOT NECESSARILY TO SCALE - USE GIVEN DIMENSIONS. DIMENSIONS TAKE PRECEDENCE OVER SCALE. CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD.

3 CONTRACTOR SHALL NOTIFY ARCHITECT AND OWNER IMMEDIATELY UPON DISCOVERING ANY UNANTICIPATED EXISTING SITE CONDITIONS AFFECTING THE EXECUTION OF THESE DOCUMENTS (SUCH AS HAZARDOUS MATERIALS, ETC.)

4 CONTRACTOR SHALL ABIDE BY ALL LOCAL, STATE AND FEDERAL CODES AND REGULATIONS GOVERNING THIS PROJECT

5 JOB SITE SHALL BE BROOM SWEPT AND CLEAN AT THE END OF EACH DAY. ALL DEBRIS SHALL BE PICKED UP AND DISPOSED OF PROPERLY INTO APPROVED CONTAINER

6 MAINTAIN DESIGNATED EGRESS ROUTES DURING CONSTRUCTION BY KEEPING CLEAR OF CONSTRUCTION DEBRIS AND CLEARLY MARKING THE PATH OF EGRESS TRAVEL

7 ALL MECHANICAL (HVAC), ELECTRICAL, PLUMBING AND FIRE PROTECTION (MEP & FP) DESIGN AND CONSTRUCTION TO BE BY A DESIGN-BUILD DELIVERY METHOD AND ARE SUBSEQUENTLY NOT PART OF THESE DOCUMENTS. IT IS THE MEP CONTRACTOR'S RESPONSIBILITY TO COORDINATE WITH THE GENERAL CONTRACTOR AND WITH THESE DRAWINGS THE FINAL DESIGN, RETROFIT AND INSTALLATION OF THESE SYSTEMS. NOTIFY THE ARCHITECT PRIOR TO MAKING ANY REVISIONS TO THE STRUCTURE OR ARCHITECTURAL FEATURES

8 HVAC CONTRACTOR SHALL SUBMIT PROPER DESIGN DRAWINGS AS NEEDED FOR PLAN APPROVAL AND BUILDING PERMITS.

9 WITHIN THIS DOCUMENT "NORTH, SOUTH, EAST, WEST" ARE REFERRED TO AS PROJECT NORTH AND MAY NOT BE TRUE NORTH.

10 ALL EXPOSED WOOD AND/OR WOOD IN CONTACT WITH CONCRETE OR MASONRY SHALL BE PRESSURE TREATED

11 PROVIDE GFI OUTLETS NEAR WATER SOURCES AND AS REQUIRED BY IEC.

12 PROVIDE FIRE BLOCKING AND DRAFTSTOPPING THROUGHOUT BUILDING PER IBC CHAPTER 7

13 SUBMIT ALL FIXTURES, APPLIANCES, MATERIALS, SHOP DRAWINGS, PLAN MODIFICATIONS TO THE ARCHITECT FOR REVIEW AND APPROVAL

14 IN SOME CASES THE SELECTION OF SPECIFIC ACCESSORIES, HARDWARE, MATERIALS OR FINISHES MAY NOT BE AVAILABLE AT ISSUANCE OF THESE DRAWINGS. THESE INSTANCES ARE INDICATED WITH "TBD", OR "TO BE DETERMINED". IN THESE SITUATIONS, THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING APPROPRIATE ALLOWANCES TO COVER THE MATERIAL AND INSTALLATION FOR THAT ELEMENT, BASED ON THE BEST INFORMATION PROVIDED. IF NO INFORMATION IS PROVIDED, ASSUME A MID-RANGE PRODUCT COST TO SATISFY THE INTENT OF THE PROJECT. THE CONTRACTOR SHALL CLEARLY STATE IN THEIR BID PROPOSAL WHAT THE ALLOWANCE VALUE AND UNIT PRICE IS, LISTED SEPARATELY FOR EACH ITEM.

15 IF THE CONTRACTOR ELECTS TO NOT PROVIDE A PRICE FOR ANY ELEMENT CONTAINED IN THESE DOCUMENTS, FOR WHATEVER REASON, THE CONTRACTOR SHALL CLEARLY INDICATE THIS EXCLUSION IN THEIR BID PROPOSAL. IF NO EXCLUSION IS MADE, IT IS THE CONTRACTUAL OBLIGATION OF THE CONTRACTOR TO PROVIDE THE ELEMENT IN ACCORDANCE WITH THE GENERAL INTENT OF THE DRAWINGS

16 IN THE EVENT OF CONTRADICTION OF DOCUMENTS, SPECIFICATIONS SHALL TAKE PRECEDENT. IF A CONTRADICTION REMAINS, OR IF THE SPECIFICATION DOES NOT CLARIFY, THEN THE CONTRACTOR SHALL ASSUME THE MOST EXPENSIVE OF THE MATERIALS AND INSTALLATION WHEN COMPARING THE CONTRADICTORY ITEMS

SHEET INDEX

SHEET NUMBER	SHEET NAME	REVISIONS MARK	REVISIONS DATE
GENERAL			
G001	COVER SHEET		
G002	FIRE SEPARATION & EGRESS PATH		
ARCHITECTURAL GENERAL			
A001	SYMBOLS & ABBREVIATIONS		
ARCHITECTURAL DEMOLITION			
AD101	DEMOLITION FLOOR PLAN		
ARCHITECTURAL SITE			
AS101	ARCHITECTURAL SITE PLAN		
ARCHITECTURAL			
A101	FLOOR PLAN		
A201	EXTERIOR ELEVATIONS		

PROJECT LOCATION

BUILDING LOCATION

PROJECT CONTACTS:

OWNER:
GRANDAD'S FARM STOP
3802 MINERAL POINT RD.
MADISON, WI

CONTACT:
PATRICK RANDOLPH (OWNER)
608.469.9055

ARCHITECT:
SKETCHWORKS ARCHITECTURE, LLC
2501 PARMENTER STREET, SUITE 300A
MIDDLETON, WI 53562

CONTACT:
STEVE SHULFER (ARCHITECT)
AARON CLARK (PM / CONTACT)
608-836-7570

GENERAL CONTRACTOR:
DANIELS CONSTRUCTION
919 APPLEGATE RD.,
MADISON, WI 53713

CONTACT:
KENDALL KOLB
608.333.0132

FOR CONSTRUCTION

Sketchworks architecture

ARCHITECT / ENGINEER OF RECORD

GRANDAD'S FARM STOP
TENANT IMPROVEMENT
3802 MINERAL POINT ROAD,
MADISON, WI 53705

Project Status

04/24/2026	FOR CONSTRUCTION

PROJ. #: 25197-01

© SKETCHWORKS ARCHITECTURE 2025

COVER SHEET

G001

ARCHITECTURAL SYMBOLS:

BUILDING LINE

NEW COLUMN GRID

EXISTING COLUMN GRID

DETAIL # / BUILDING SECTION TAG / SHEET #

DETAIL # / WALL SECTION TAG / SHEET #

DETAIL # / DETAIL TAG / SHEET #

DETAIL # / INTERIOR ELEVATION / SHEET #

TRUE NORTH ARROW / NORTH ARROW

TRUE NORTH ROTATION

NEW DOOR

EXISTING DOOR

XXX'-X" / X FLOOR — FLOOR ELEVATION SYMBOL

ROOM NAME — ROOM TAG

DOOR NUMBER TAG

MATERIAL ID / MATERIAL NOMINAL WIDTH / PARTITION TYPE CONFIGURATION — PARTITION TYPE TAG

FIRE RESISTANCE RATING / INSULATION TYPE (B = BATT / R = RIGID)

W4A-B1 3'-6" — PARTIAL HEIGHT PARTITION TYPE TAG

REVISION SYMBOL

WINDOW / STOREFRONT TAG

PLAN KEYNOTE

ELEVATION KEYNOTE

TOILET ROOM ACCESSORY KEYNOTE

ALTERNATE BID KEYNOTE

ROOM NUMBER / REMARKS 1 — ROOM FINISH REMARK / CEILING: ACT-1 — CEILING FINISH / WALL: PT-1 — WALL FINISH / BASE: RB-1 — BASE FINISH / FLOOR: LVP-1 — FLOOR FINISH

INTERIOR ELEVATION / FLOOR MATERIAL KEYNOTE

INTERIOR MATERIAL KEYNOTE (EXTENTS / TRANSITION)

EQUIPMENT KEYNOTE

FURNITURE KEYNOTE

XX-2 / XX-1 — FLOOR MATERIAL TRANSITION TAG

FLOOR HEIGHT TRANSITION TAG / OFFSET FINISH ON ELEVATION

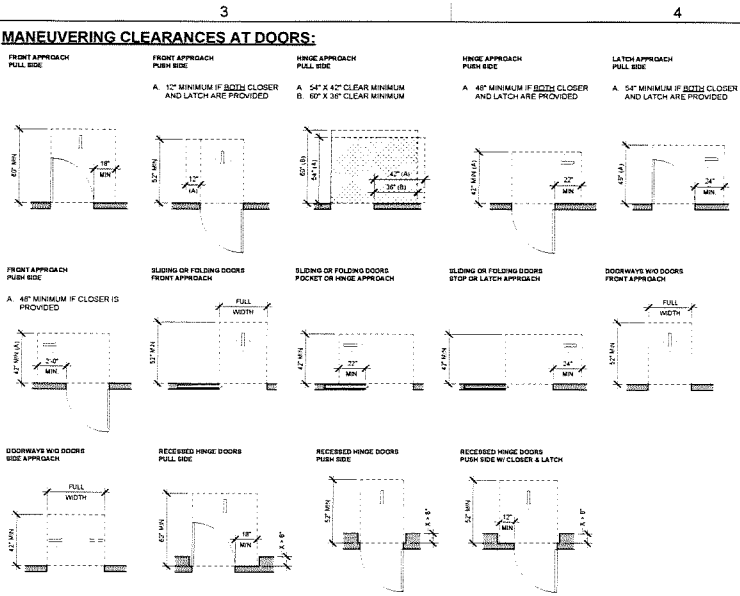
FLOOR MATERIAL INSTALLATION DIRECTION

COMMON ABBREVIATIONS:

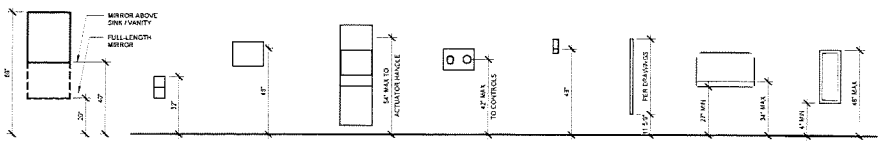
NOTE: ANY ABBREVIATIONS APPEARING IN THESE DOCUMENTS WHICH ARE NOT LISTED BELOW SHALL BE VERIFIED AND CONFIRMED WITH THE ARCHITECT PRIOR TO CONSTRUCTION.

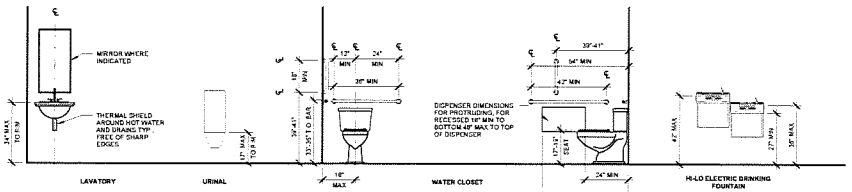
AB	ANCHOR BOLT	FF	FINISH FLOOR	OC	ON CENTER
ACT	ACOUSTICAL CEILING TILE	F-F	FACE-TO-FACE	OCEW	ON CENTER EACH WAY
ADA	AMERICANS WITH DISABILITIES ACT	FIN	FINISH (OR) FINNED	OD	OUTSIDE DIAMETER
AFF	ABOVE FINISH FLOOR			OH	OVERHEAD
AGGR	AGGREGATE	FLG	FLANGE	OPP	OPPOSITE
ALUM	ALUMINUM	FP	FIRE PROTECTION	OF	OWNER FURNISHED
ALT	ALTERNATE	FRT	FIRE RESISTANT TREATED	OI	OWNER INSTALLED
ANOD	ANODIZED	FRTW	FIRE RETARDANT TREATED WOOD		
ARCH	ARCHITECT / ARCHITECTURAL	FT	FOOT OR FEET	PC	PLUMBING CONTRACTOR
		FTG	FOOTING	PCC	PRECAST CONCRETE
B/B	BACK-TO-BACK	FUT	FUTURE	PEMB	PRE-ENGINEERED METAL BUILDING
BLDG	BUILDING	FV	FIELD VERIFY	PERIM	PERIMETER
BLK	BLOCK			PL	STEEL PLATE
BM	BEAM	GA	GAUGE	PS CONC	PRE-STRESSED CONCRETE
BOT	BOTTOM	GALV	GALVANIZED	PTD	PAINTED, PRINTED
BO_	BOTTOM OF _____	GC	GENERAL CONTRACTOR	PT CONC	POST-TENSIONED CONCRETE
BRG	BEARING	GFI	GROUND FAULT INTERUPTER	PRT	PRESSURE TREATED
BS	BOTH SIDES	GL	GLASS or GRID LINE		
		GWB	GYPSUM WALL BOARD	RB	RUBBER BASE
C	CHANNEL DESIGNATION	GYP	GYPSUM	REINF	REINFORCING
CIP	CAST IN PLACE			REQD	REQUIRED
CJ	CONSTRUCTION JOINT	H	HEIGHT	REQT	REQUIREMENT
CL	CENTER LINE	HM	HOLLOW METAL	RTU	ROOF TOP UNIT
CLG	CEILING	HORIZ	HORIZONTAL		
CLR	CLEAR DISTANCE	HP	HIGH POINT	SCHD	SCHEDULE
CMU	CONCRETE MASONRY UNIT	HR	HOUR	SF	SQUARE FOOT
CF	CONTRACTOR FURNISHED	HT	HEIGHT	SHT	SHEET
CI	CONTRACTOR INSTALLED	HVAC	HEATING, VENTILATING & AIR CONDITIONING	SIM	SIMILAR
COL	COLUMN			SOG	SLAB ON GRADE
CONN	CONNECTION	HW	HARDWOOD	SPA	SPACE/SPACES
CONT	CONTINUOUS			SPEC	SPECIFICATION
CONTR	CONTRACTOR	IBC	INTERNATIONAL BUILDING CODE	SQ	SQUARE
		ID	INSIDE DIAMETER	STD	STANDARD
D	DEPTH	IFC	ISSUED FOR CONSTRUCTION	STL	STEEL
D-B	DESIGN-BUILD	INS	INSULATED	STR	STRUCTURAL
DEMO	DEMOLISH / DEMOLITION	INSUL	INSULATION		
DIA	DIAMETER	INT	INTERIOR	T	TALL
DIM	DIMENSION			TBD	TO BE DETERMINED
DN	DOWN	JT	JOINT	THK	THICK / THICKNESS
DTL	DETAIL			TL	TREATED LUMBER
DWG	DRAWING	KO	KNOCKOUT	TOC	TOP OF CONCRETE
DWL	DOWEL			TOF	TOP OF FLOOR
		L	LENGTH	TOL	TOP OF LEDGE ELEVATION
EA	EACH	LG	LENGTH/LONG	TOW	TOP OF WALL
EC	ELECTRICAL CONTRACTOR	LGMF	LIGHT GAUGE METAL FRAMING	TP	TOP OF PIER ELEVATION
EJ	EXPANSION JOINT	LLH	LONG LEG HORIZONTAL	TYP	TYPICAL
EL	ELEVATION	LLV	LONG LEG VERTICAL		
ELEV	ELEVATOR	LP	LOW POINT	UNO	UNLESS NOTED OTHERWISE
ENGR	ENGINEER	LVL	LAMINATED VENEER LUMBER		
EQ	EQUAL			VB	VAPOR BARRIER
EW	EACH WAY	MANF	MANUFACTURER	VCT	VINYL COMPOSITE TILE
E-W	EAST-WEST DIRECTION	MAX	MAXIMUM	VERT	VERTICAL
ETC	EXETERA	MBW	MASONRY BEARING WALL	VIF	VERIFY IN FIELD
ETR	EXISTING TO REMAIN	MC	MECANICAL CONTRACTOR	VR	VAPOR RETARDER
EXIST	EXISTING	MEPF	MECHANICAL, ELECTRICAL, PLUMBING, FIRE PROTECTION		
EXP	EXPANSION			W	WIDTH
EXT	EXTERIOR	MIN	MINIMUM	W	WITH
		MTL	METAL	WO	WITHOUT
FBR	FIBERGLASS			WD	WOOD
FDN	FOUNDATION	NIC	NOT IN CONTRACT	WF	WIDE FLANGE
FE	FIRE EXTINGUISHER	NOM	NOMINAL	WP	WORKING POINT
FEC	FIRE EXTINGUISHER CABINET	NTS	NOT TO SCALE	WSBW	WOOD STUD BEARING WALL
		N-S	NORTH+SOUTH DIRECTION	WWF	WELDED WIRE FABRIC

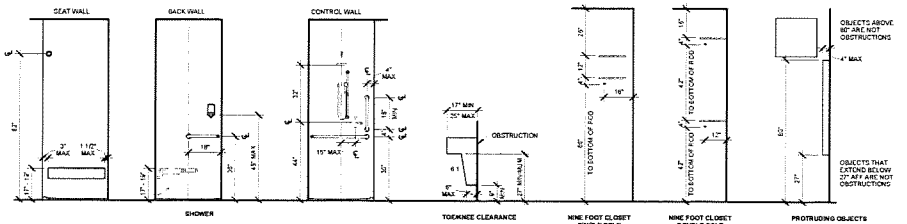
MANEUVERING CLEARANCES AT DOORS:



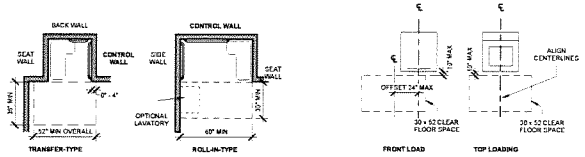
NOTE: THE INFORMATION ON THIS SHEET IS FOR ILLUSTRATIVE PURPOSES AND TO PROVIDE EASE OF ACCESS TO INFORMATION FOR THE GC AND SUB-CONTRACTORS. IT IS THE RESPONSIBILITY OF THE GC AND SUB-CONTRACTORS TO BE KNOWLEDGEABLE OF THE FAIR HOUSING ACT GUIDELINES (FHAG), THE AMERICANS WITH DISABILITIES ACT GUIDELINES (ADAAG), AND THE AMERICAN NATIONAL STANDARDS INSTITUTE GUIDELINES (ANSI A117.1) TO EXECUTE THEIR WORK IN COMPLIANCE WITH THESE GUIDELINES.





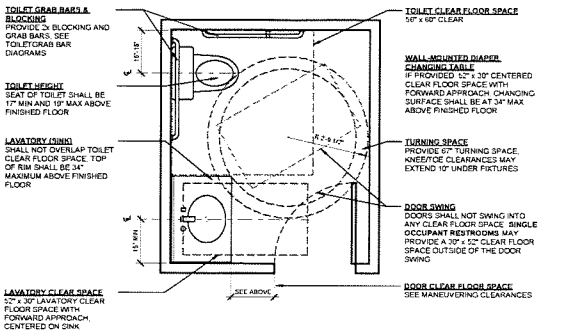


COMMERCIAL MOUNTING HEIGHTS
3/8" = 1'-0"



SHOWER CLEARANCES
1/4" = 1'-0"

LAUNDRY CLEARANCES
1/4" = 1'-0"



SINGLE STALL RESTROOM CLEARANCES
1/2" = 1'-0"

FOR CONSTRUCTION

Sketchworks architecture

ARCHITECT / ENGINEER OF RECORD

GRANDAD'S FARM STOP

TENANT IMPROVEMENT
3802 MINERAL POINT ROAD,
MADISON, WI 53705

Project Status

04/24/2026	FOR CONSTRUCTION

PROJ. #: 25197-01

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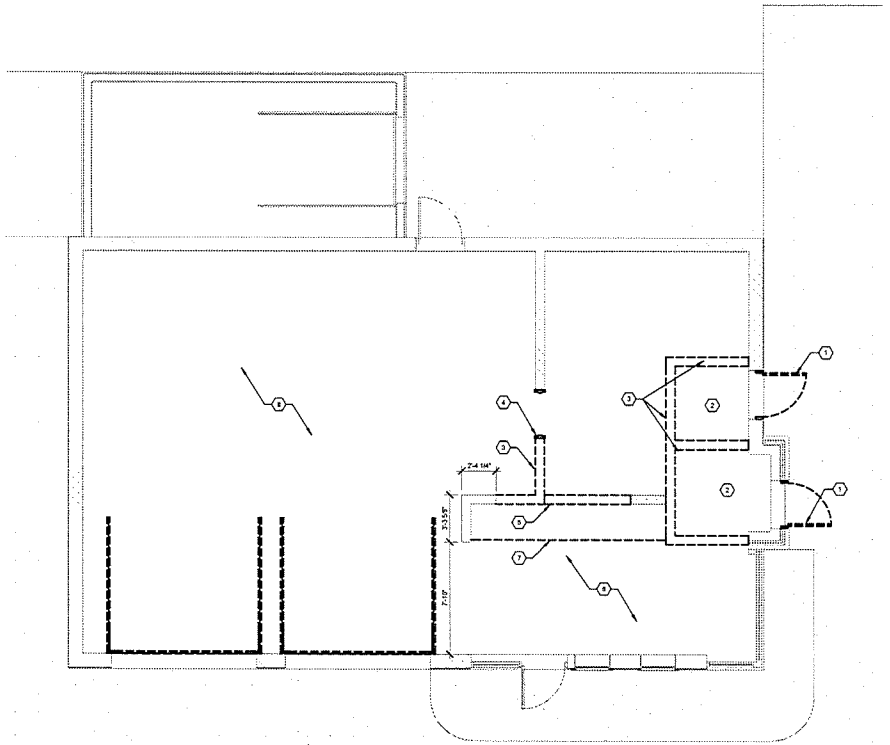
SYMBOLS & ABBREVIATIONS

A001



A2 FIRST FLOOR DEMOLITION PLAN
1/4" = 1'-0"

GENERAL DEMOLITION PLAN NOTES:

A. SALVAGE AND TURN OVER TO OWNER ALL EXISTING LIGHT FIXTURES, DOORS, FRAMES, EQUIPMENT, CASEWORK, CEILING TILES AND GRIDS, AND HARDWARE FOR REUSE WHERE APPLICABLE.

B. REMOVE ALL "DASHED" WALLS (DEMOLISHED) FROM FLOOR TO DECK. WHERE EXISTING MECHANICAL, PLUMBING, ELECTRICAL OR DATA CONNECTIONS ARE ABANDONED DUE TO DEMOLITION WORK OR REMOVAL OF FIXTURES AND ACCESSORIES, CAP EXISTING CONNECTIONS AS REQUIRED PER CODE OR PROVIDE CONNECTOR FOR NEW FIXTURE AND ACCESSORIES WHERE APPLICABLE.

C. EXISTING EXTERIOR WALLS, STRUCTURE AND FLOORS SHALL REMAIN INTACT AND UNDISTURBED. WHERE MODIFICATION IS NECESSARY, RESTORE TO EXISTING CONDITION, INCLUDING EXISTING AIR/ VAPOR BARRIERS AND THERMAL ENVELOPE DESIGN.

D. AREAS OF CONCEALED EXISTING BUILDING STRUCTURE TO BE EXPOSED AND EXAMINED DURING DEMOLITION TO VERIFY PROPOSED STRUCTURAL MODIFICATIONS ARE SUFFICIENT. COORDINATE CONSTRUCTION SCHEDULE WITH ARCHITECT AND ENGINEER TO ALLOW ACCESS FOR VERIFICATION. CONTRACTOR SHALL NOTIFY ARCHITECT, ENGINEER, AND OWNER IMMEDIATELY UPON DISCOVERING ANY UNANTICIPATED STRUCTURAL CONDITIONS OR DISCREPANCIES WITH PROPOSED MODIFICATIONS.

E. PATCH AND REPAIR ADJACENT WALLS AND FLOOR SURFACES TO PROVIDE A UNIFORM FINISH WHERE NECESSARY AT AREAS OF DEMOLITION, LOCATIONS OF REMOVED ACCESSORIES OR HARDWARE, AND ANY NEW OR RELOCATED WALLS. MATCH EXISTING FLOOR FINISHES, WALL FINISHES AND BASE MATERIALS UNLESS OTHERWISE SPECIFIED IN FINISH NOTES, FINISH PLANS, PARTITION TYPES, OR ELSEWHERE ON PLANS.

F. ALL DIMENSIONS FROM EXISTING WALLS ARE FROM FINISH FACE UNLESS NOTED OTHERWISE.

G. PREPARE ALL EXISTING AREAS INVOLVED WITH DEMOLITION TO RECEIVE NEW WORK OR NEW FINISHES PER PLANS, ROOM FINISH SCHEDULE AND SPECIFICATIONS. CONTACT ARCHITECT OR ENGINEER BEFORE BEGINNING NEW WORK IF THERE ARE ANY DISCREPANCIES OR QUESTIONS REGARDING EXISTING CONDITIONS NOT CLEARLY DEFINED ON THE DRAWINGS THAT AFFECT NEW CONSTRUCTION.

H. GENERAL CONTRACTOR TO SECURE CONSTRUCTION AREA DURING CONSTRUCTION WORK. SEAL ALL DOORS AS REQUIRED. CONSTRUCT AND MAINTAIN A FLOOR TO CEILING DUST BARRIER, TO PROVIDE SEPARATION FOR DUST, DEBRIS AND SOUND.

I. GENERAL CONTRACTOR TO COORDINATE CONSTRUCTION SCHEDULE TO MINIMIZE IMPACT ON EXISTING BUILDING OPERATIONS AND PLANNED EVENTS. CONSTRUCTION SPACE MUST BE CLEAN AND AVAILABLE FOR PERIODICALLY PER OWNERS REQUEST. VERIFY SCHEDULED EVENTS WITH OWNER PRIOR TO CONSTRUCTION START AND ARRANGE CONSTRUCTION SCHEDULE TO MEET OWNER'S NEEDS. COORDINATE SYSTEMS AND UTILITY SHUT DOWNS WITH OWNER PRIOR TO COMMENCEMENT OF WORK.

J. GENERAL CONTRACTOR TO MAINTAIN A CLEAR PATH THROUGH PORTIONS OF THE CONSTRUCTION AREA FOR ACCESS TO EGRESS ROUTES.

HATCH PATTERN KEY:

EXISTING CONSTRUCTION

DEMO CONSTRUCTION

DEMO PLAN KEYNOTES:

1. REMOVE EXISTING DOOR AND FRAME, PREP AREA FOR NEW CMU INFILL
2. REMOVE EXISTING FIXTURES, PREP AREA FOR NEW WORK
3. REMOVE EXIST. NON-STRUCTURAL CMU WALL
4. REMOVE EXIST. DOOR FRAME
5. REMOVE EXIST. CMU WALL
6. REMOVE EXISTING FLOORING
7. REMOVE EXIST. CABINETRY
8. ALT. #01 - REMOVE EXISTING FLOOR SLAB AND PREP AREA FOR NEW SLAB

FOR CONSTRUCTION

Sketchworks architecture

ARCHITECT / ENGINEER OF RECORD

GRANDAD'S FARM STOP

TENANT IMPROVEMENT
3802 MINERAL POINT ROAD,
MADISON, WI 53705

Project Status

04/24/2026	FOR CONSTRUCTION

PROJ. #: 25197-01

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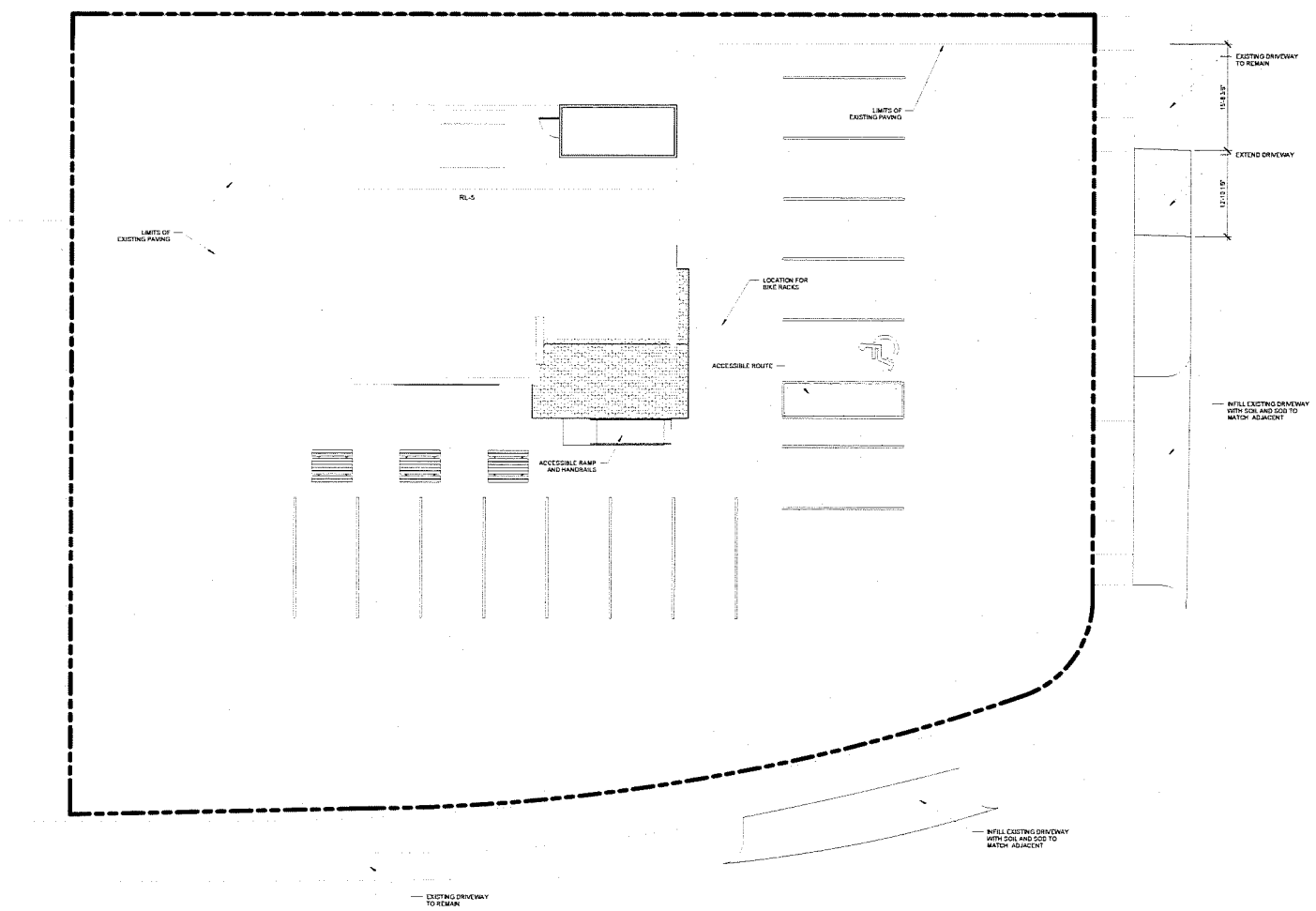
PLAN NORTH
TRUE NORTH ROTATION

0' 2' 4' 8'
0' 1/4" 1/2" 1"
SCALE: 1/8" = 1'-0"

DEMOLITION FLOOR PLAN

AD101



A1 ARCHITECTURAL SITE PLAN
1/8" = 1'-0"

GENERAL SITE PLAN NOTES:

A. CONTRACTOR TO ENGAGE SERVICES OF SURVEYOR TO VERIFY ALL PROPERTY LIMITS AND ENSURE COMPATIBILITY WITH PROPOSED ALTERATIONS. CONTRACTOR SHALL NOTIFY ARCHITECT IMMEDIATELY UPON DISCOVERING ANY DISCREPANCIES OR CONFLICTING INFORMATION WITH PROPOSED ALTERATIONS.

B. EXISTING ADJACENT BUILDINGS TO BE PROTECTED FROM DAMAGE DURING ALL DEMOLITION AND CONSTRUCTION WORK.

C. CITY SIDEWALKS, UTILITIES AND LANDSCAPE TO REMAIN INTACT AND UNDISTURBED WHERE POSSIBLE. IF MODIFICATION IS NECESSARY, RESTORE TO EXISTING CONDITIONS AND CURRENT ACCESSIBILITY STANDARDS.

D. VERIFY CURRENT UTILITY LOCATIONS; CONFIRM SERVICES WITH PROPOSED ALTERATIONS AND COORDINATE RELOCATION AS REQUIRED.

E. COORDINATE CONSTRUCTION STAGING AREA WITH OWNER, INCLUDING JOBSITE ACCESS, DUMPSTER PLACEMENT, AND JOB TRAILER LOCATIONS. CONTRACTOR TO MAINTAIN EGRESS EXIT PATH THROUGH JOB SITE, INCLUDING CONSTRUCTION SITE AND STAGING AREAS.

GENERAL PARKING NOTES:

A. EXTERIOR DIMENSIONS ARE FROM GRIDLINE TO GRIDLINE, OR TO EDGE OF FOUNDATION WALL, UNLESS OTHERWISE NOTED. PLEASE CONTACT ARCHITECT WITH ANY DISCREPANCIES.

B. PARKING DIMENSIONS ARE FROM CENTERLINE OF STALL TO CENTERLINE OF STALL, OR TO "CLEAR" SPACE OF STALL.

C. THE RIGHT-OF-WAY IS THE SOLE JURISDICTION OF THE CITY OF MADISON AND IS SUBJECT TO CHANGE AT ANY TIME PER THE RECOMMENDATION / PLAN OF TRAFFIC ENGINEERING AND CITY ENGINEERING DEPARTMENTS.

D. TRASH / RECYCLE LOCATION: OWNER SHALL PROVIDE SEPARATE ROOM OR DESIGNATED SPACE WITHIN OR ADJACENT TO BUILDING FOR SEPARATION, TEMPORARY STORAGE AND COLLECTION OF RECYCLABLE MATERIALS.

E. PARKING REQUIREMENTS DETERMINED BY CITY STAFF.

Sketchworks architecture

ARCHITECT / ENGINEER OF RECORD

GRANDAD'S FARM STOP

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PROJ # 25197-01

© SKETCHWORKS ARCHITECTURE 2025

PLAN NORTH

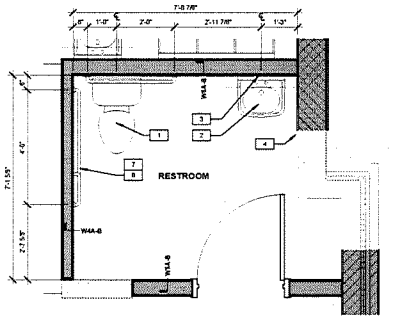
TRUE NORTH ROTATION

0' 10' 20'
0' 1/4" 1"
SCALE 1" = 20'-0"

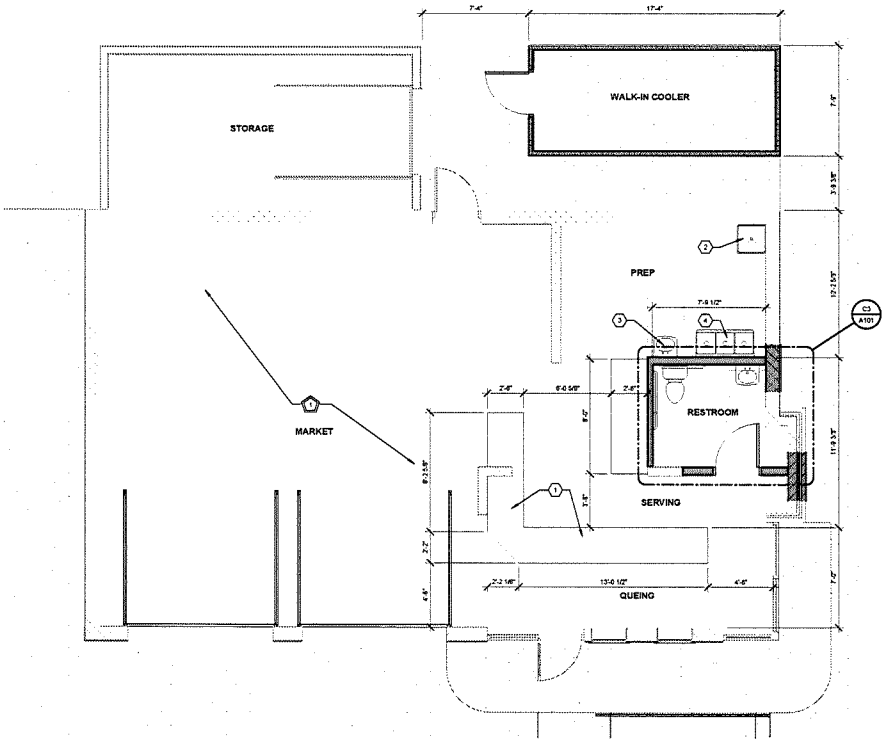
ARCHITECTURAL SITE PLAN

AS101

FOR CONSTRUCTION



C3 ENLARGED RESTROOM PLAN
1/2" = 1'-0"



A2 FIRST FLOOR PLAN
1/4" = 1'-0"

GENERAL PLAN NOTES:

A. MECHANICAL, ELECTRICAL, PLUMBING AND FIRE PROTECTION IMPROVEMENTS TO BE DESIGN BUILD, UNLESS NOTED OTHERWISE. DESIGNED AS REQUIRED BY CURRENT BUILDING CODES. MEP DESIGN BUILD CONTRACTOR(S) RESPONSIBLE FOR ENSURING CODE COMPLIANT CONSTRUCTION OF NEW SYSTEMS IN TENANT SPACES.

B. PROVIDE SOUND INSULATION IN ALL DEMISING WALLS AND INTERIOR WALLS, UNLESS NOTED OTHERWISE.

C. ALL INTERIOR WALLS TO BE X UNLESS NOTED OTHERWISE.

D. PROVIDE MOISTURE RESISTANT GWB AT ALL PLUMBING WALLS.

E. PROVIDE ACCESSIBLE TOILET ROOM FIXTURES AND ACCESSORIES PER MOUNTING HEIGHTS INDICATED ON SHEET A001

F. PROVIDE 2x BLOCKING AT ALL GRAB BAR LOCATIONS PER ANSI A117.1 2009

G. PROVIDE ADA APPROVED THRESHOLDS AT ALL NEW FLOOR TRANSITIONS AND DOORWAYS

H. EXTERIOR DIMENSIONS ARE FROM GRIDLINE TO GRIDLINE, OR TO EDGE OF FOUNDATION WALL UNLESS NOTED OTHERWISE. PLEASE CONTACT ARCHITECT WITH ANY DISCREPANCIES

I. INTERIOR DIMENSIONS FOR NEW CONSTRUCTION ARE TO FACE OF FRAME OR COLUMN CENTERLINE UNLESS NOTED OTHERWISE. ALL DIMENSIONS FROM EXISTING WALLS ARE FROM FINISH FACE UNLESS NOTED OTHERWISE

J. ALL DOORS WITH A CLOSE PROXIMITY OF A PERPENDICULAR WALL SHALL HAVE A TYPICAL DIMENSION OF 6" FROM FACE OF FRAME TO DOOR OPENING UNLESS NOTED OTHERWISE.

K. VERIFY ALL EXISTING CONDITIONS AND ADJUST WALL DIMENSIONS ACCORDINGLY. CONTACT ARCHITECT WITH ANY DISCREPANCIES

L. CONTRACTOR SHALL NOTIFY ARCHITECT, ENGINEER AND OWNER IMMEDIATELY UPON DISCOVERING ANY UNANTICIPATED STRUCTURAL CONDITIONS OR DISCREPANCIES WITH PROPOSED MODIFICATIONS

M. FIRE EXTINGUISHER CABINETS SHALL BE RATED TO MEET THE ASSOCIATED WALL FIRE RATING

N. GENERAL CONTRACTOR TO SECURE CONSTRUCTION AREA DURING CONSTRUCTION WORK. SEAL ALL DOORS AS REQUIRED CONSTRUCT AND MAINTAIN A FLOOR TO CEILING DUST BARRIER, TO PROVIDE SEPARATION FOR DUST, DEBRIS AND SOUND

O. GENERAL CONTRACTOR TO COORDINATE CONSTRUCTION SCHEDULE TO MINIMIZE IMPACT ON EXISTING BUILDING OPERATIONS AND PLANNED EVENTS. CONSTRUCTION SPACE MUST BE CLEAN AND AVAILABLE FOR USE PERIODICALLY PER OWNERS REQUEST. VERIFY SCHEDULED EVENTS WITH OWNER PRIOR TO CONSTRUCTION START AND ARRANGE CONSTRUCTION SCHEDULE TO MEET OWNER'S NEEDS. COORDINATE SYSTEMS AND UTILITY SHUT DOWNS WITH OWNER PRIOR TO COMMENCEMENT OF WORK

P. SUBMIT ALL FINISHES TO THE ARCHITECT FOR APPROVAL

HATCH PATTERN KEY:

NEW CONSTRUCTION

EXISTING CONSTRUCTION

KEYNOTES:

1. COUNTERTOP @ 34" A.F.F., FINISH TO BE SELECTED BY OWNER
2. MOP SINK
3. WALL MOUNTED HAND SINK
4. 3-COMP SINK

ALTERNATE BIDS:

1. REMOVE EXISTING SLAB AND PROVIDE NEW 5" CONC. SLAB IN THIS AREA

TOILET ROOM KEYNOTES:

1. FLOOR MOUNTED TOILET
2. VANITY SINK
3. WALL MOUNTED MIRROR
4. WALL MOUNTED LIQUID SOAP DISPENSER
5. TOILET PAPER DISPENSER
8. 42" LONG HORIZONTAL GRAB BAR & 18" LONG VERTICAL GRAB BAR

FOR CONSTRUCTION

Sketchworks architecture

ARCHITECT / ENGINEER OF RECORD

GRANDAD'S FARM STOP

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MADISON, WI 53705

Project Status

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PROJ # 25197-01

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PLAN NORTH
TRUE NORTH ROTATION

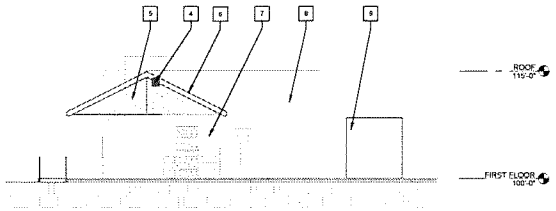
0' 2' 4' 8'
SCALE: 1/8" = 1'-0"

FLOOR PLAN

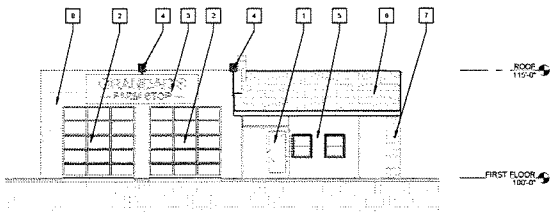
A101

EXTERIOR ELEVATIONS KEYNOTE SCHEDULE

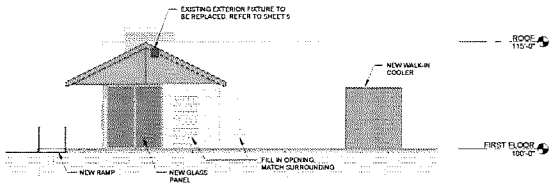
#	DESCRIPTION	MANUFACTURER	TYPE/STYLE	COLOR	HEIGHT	WIDTH	COMMENTS
1	NEW ALUM. STOREFRONT DOOR			MATCH EXISTING			REPLACE EXISTING DOOR
2	NEW GLASS PANEL O.H. DOOR			MATCH EXISTING			REPLACE EXISTING DOOR
3	SIGNAGE, BY CLIENT						
4	NEW LIGHT FIXTURE			TO BE SELECTED			REPLACE EXISTING LIGHT FIXTURE
5	PAINT EXISTING SIDING			TO BE SELECTED			
6	PAINT EXISTING ROOF			TO BE SELECTED			
7	PAINT EXISTING BRICK			TO BE SELECTED			
8	PAINT EXISTING METAL PANELS			TO BE SELECTED			
9	NEW WALK-IN COOLER						FURNISHED BY OWNER



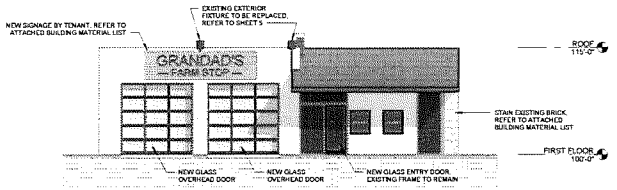
C2 EAST ELEVATION
1/8" = 1'-0"



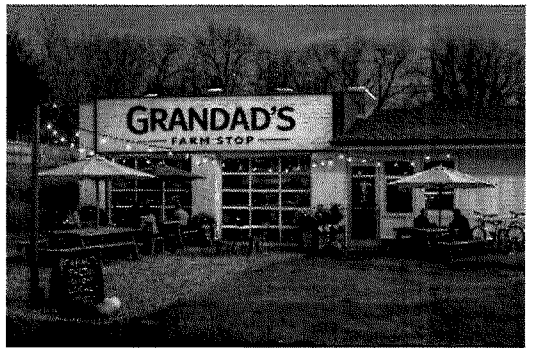
C3 SOUTH ELEVATION
1/8" = 1'-0"



B2 EAST ELEVATION - COLOR
1/8" = 1'-0"



B3 SOUTH ELEVATION - COLOR
1/8" = 1'-0"



PROPOSED EXTERIOR

FOR CONSTRUCTION

Sketchworks architecture

ARCHITECT / ENGINEER OF RECORD

GRANDAD'S FARM STOP

TENANT IMPROVEMENT
3602 MINERAL POINT ROAD,
MADISON, WI 53705

Project Status

04/24/2026	FOR CONSTRUCTION

PROJ # 25107-01

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SCALE: 1/8" = 1'-0"

EXTERIOR ELEVATIONS

A201

July 2026 ALRC New License

Existing Class A Licenses.csv

All items

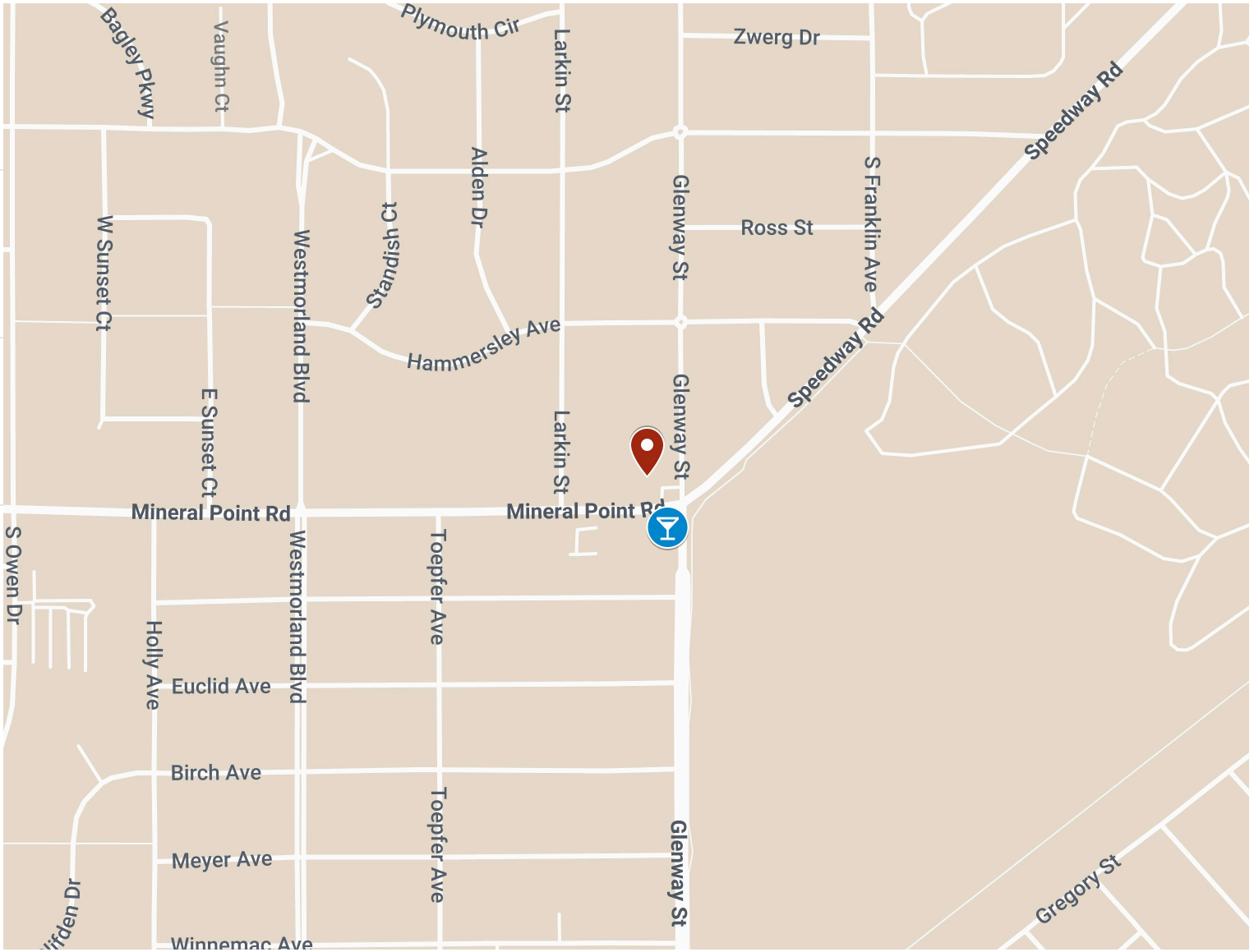
Existing Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93788

File ID:	93788	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	07/01/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Osaka Madison Corporation • dba Osaka
2505 E Washington Ave • Agent: Florencia Djaja
Estimated Capacity (in/out): 50/0
Class B Beer, Class C Wine • 5% alcohol, 95% food
Police Sector 603 (District 15)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00412 App.pdf, LICLIB-2026-00412 Supplemental.pdf, 2505 E Washington Ave map.pdf, Letter of support for Osaka Ramen.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/01/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING				Pass
	Action Text:	A motion was made by Verveer, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING. The motion passed by voice vote/other. Two registrations in support.					

Text of Legislative File 93788

Title

Public Hearing - New License
Osaka Madison Corporation • dba Osaka
2505 E Washington Ave • Agent: Florencia Djaja
Estimated Capacity (in/out): 50/0
Class B Beer, Class C Wine • 5% alcohol, 95% food
Police Sector 603 (District 15)

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LIC/B-2026-0041 2

(License number)

603 (Alder District #) 15 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☒ Beer, ☐ Liquor, ☒ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☑ Corporation/~~Nonprofit~~ Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.
   Osaka Madison Corporation
2. Trade Name (doing business as) Osaka
3. Address to be licensed 2505 E. Washington Ave, Madison WI 53704
4. Mailing address 2505 E. Washington Ave, Madison WI 53704
5. Anticipated opening date August 20, 2026
6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?
   ☒ No ☐ Yes (explain)
7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.
   Alcohol beverages will be stored in a designated storage room within the restaurant. Alcohol sales and service will occur only in the indoor dine-in area of the premises. There is no outdoor seating / outdoor alcohol service. No living quarters are located on or used as part of the licensed premises. Alcohol beverages & related receipts will be stored only within the approved premises.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 50 Outdoor: X

10. Describe existing parking and how parking lot is to be monitored.

    the premises has an existing parking lot available for customers. Customers are expected to use the parking area responsibly while visiting the restaurant.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☒ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Florencia Djaja

13. City, state in which agent resides Columbus, WI

14. How long has the agent continuously resided in the State of Wisconsin? 20 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed 10/01/2025

16. State and date of registration of corporation, nonprofit organization, or LLC.

    WI – 11/04/2025

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Manager	Florencia Djaja	Columbus, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    Florencia Djaja

19. Is applicant a subsidiary of any other corporation or LLC?

    ☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☐ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☒ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☒ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11 - 9	11 - 9	11 - 9	11 - 9	11 - 9	11 - 10	11 - 10
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. _____

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
5 % Alcohol 95 % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☒ No ☐ Yes—what kind? _____

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☐ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 26.

38. State Seller's Permit 4 5 6 - 1 0 3 2 3 1 2 4 5 9 - 0 2

39. Federal Employer Identification Number 41-2421341

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Florencia Djaja

Business phone _____ Business e-mail address osakamiddleton@gmail.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans, ☑ Copy of Lease, ☑ Business Plan, and ☑ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date) 6/4/26

Clerk's Office checklist for complete applications

☐ WI Seller's Permit Certificate (matching articles of incorporation)	☐ Background investigation form(s)	☐ Floor Plans
☐ FEIN	☐ Form for surrender of previous license	☐ Lease
☐ Written description of premises	☐ *Articles of Incorporation	☐ Business Plan
	☐ *Appointment of Agent	☐ **Sample Menu
	* Corporation/LLC only	** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Business Plan: Osaka

1. Overview

Osaka is a fast-casual restaurant specializing in ramen, hibachi, and rice bowls. The concept focuses on serving high-quality, flavorful Japanese-inspired meals quickly and at an affordable price.

Location: Madison, WI
Concept: Fast-casual dining (dine-in, takeout, delivery)
Goal: Provide delicious, consistent food with fast service and strong customer experience.

---

2. Menu

Core Items:

- **Ramen:** Tonkotsu, Shoyu, Miso, Spicy Ramen
- **Hibachi Plates:** Chicken, steak, shrimp with vegetables and fried rice
- **Rice Bowls:** Teriyaki chicken, beef, spicy chicken

Price Range:

- Ramen: $13–$25
- Hibachi: $14–$27
- Rice Bowls: $11–$15

Strategy:

- Keep menu simple and efficient
- Focus on high-margin items
- Offer add-ons (extra protein, egg, toppings)

---

3. Target Market

- Office workers (lunch crowd)
- Young professionals
- Families

- Delivery customers

Why they'll come:

- Fast service
- Affordable pricing
- Variety (ramen + hibachi + bowls in one place)

---

4. Operations

Hours:

- Lunch: 11 AM – 3 PM
- Dinner: 3 PM – 9/10 PM

Staffing:

- 2–3 kitchen staff
- 1–2 front staff
- 1 manager

Service Type:

- Counter service (fast-casual)
- Strong takeout and delivery focus

---

5. Marketing

- Social media (Instagram, TikTok)
- Online reviews (Google, Yelp)
- Delivery platforms: Uber Eats, DoorDash

Promotions:

- Lunch specials
- Grand opening discounts
- Loyalty rewards

OSAKA MADISON MENU

APPETIZER

TAKOYAKI: Deep fried octopus ball served with special sauce (5 pieces) $6.50

HARUMAKI: Vegetable spring rolls (2 pieces) $4.00

Pork egg roll (2 pieces) $5.50

GYOZA: Fried pork dumpling (5 pieces) $5.50

Shumai: fried shrimp dumpling (5 pieces) $5.50

Golden tofu: deep fried tofu served with special sauce $4.50

Chicken karage: Breaded marinated Japanese fried chicken $8.50

Yakitori pork belly : tender grill marinated pork belly on the stick in special sauce $7.50

Korean taco: perfectly cook choice of beef or pork belly in special sauce wrapped in warm tortilla topped with coleslaw and drizzle with special sauce $10.95

LUNCH HIBACHI

(come with fried rice)

HIBACHI VEGETABLE: Freshly grilled vegetables served with a special hibachi sauce $11.95

HIBACHI TOFU: light breaded deep fried tofu with mix vegetable served with a special hibachi sauce $12.95

HIBACHI CHICKEN: Marinated grilled chicken served with fresh vegetables and special hibachi sauce $12.95

HIBACHI SHRIMP: Freshly grilled shrimp served with vegetables and special hibachi sauce $13.95

HIBACHI FILET: Tender grilled filet mignon served with fresh vegetables and a special hibachi sauce $13.95

HIBACHI SALMON: Freshly grilled salmon served with vegetables and special hibachi sauce $13.95

FRIED RICE

CHICKEN FRIED RICE: Stir-fried rice with marinated chicken, mixed vegetables, and a touch of soy sauce $13.95

PORK BELLY FRIED RICE: Stir-fried rice with tender pork belly, mixed vegetables, and a touch of soy sauce $14.95

BEEF FRIED RICE: Stir-fried rice with tender beef slices, mixed vegetables, and a touch of soy sauce $14.95

SHRIMP FRIED RICE: Stir-fried rice with freshly grilled shrimp, mixed vegetables, and a touch of soy sauce $14.95

VEGETABLE FRIED RICE: Stir-fried rice with fresh vegetables, and a touch of soy sauce $11.95

COMBINATION FRIED RICE: Stir-fried rice with a mix of marinated chicken, beef slices, grilled shrimp, fresh vegetables, and a touch of soy sauce $15.95

NOODLE

YAKISOBA NOODLE: Stir-fried Japanese noodles with a mix fresh vegetables, and a savory soy-based sauce with choice of protein

Tofu or chicken $13.95

Shrimp or beef $14.95

Combination $16.95

LOMEIN NOODLE: Stir-fried Chinese noodles with mixed vegetables and a savory soy-based sauce with your choice of protein

Tofu or Chicken $13.95

Shrimp or Beef $14.95

Combination $16.95

RICE BOWL

CHICKEN TERIYAKI RICE BOWL: Grilled teriyaki chicken served over steamed rice, coleslaw, green onion in a savory teriyaki sauce. $13.95

CHICKEN KATSU RICE BOWL: Breaded and deep-fried chicken cutlet served over steamed rice with coleslaw, green onion, with special sauce on the side. $14.95

PORK KATSU RICE BOWL: Breaded and deep-fried pork cutlet served over steamed rice with coleslaw, green onion, and special sauce on the side. $14.95

CHICKEN KARAGE RICE BOWL: Japanese marinated breaded chicken served over steamed rice with coleslaw, green onion, and a special sauce on the side. $14.95

SALMON RICE BOWL: Grilled salmon served over steamed rice, coleslaw, green onion, in savory teriyaki sauce . $14.95

SHRIMP RICE BOWL: grilled shrimp served over steamed rice, coleslaw, green onion, in savory teriyaki sauce $15.95

BEEF BULGOGI RICE BOWL: perfectly marinated tender beef in Korean special sauce, served over bed of steamed rice, coleslaw, and green onion. $ 14.95

BRISKET RICE BOWL: Tender marinated brisket in special sauce served over steamed rice, coleslaw, and green onion. $19.95

PORK RIB RICE BOWL: delicious super tender pork rib in special sauce served over steam rice, coleslaw, and green onion. $20.95

BEEF RIB RICE BOWL: Our signature super tender beef rib cook in perfection in special sauce served over steamed rice, coleslaw, and green onion. $23.95

OSAKA RAMEN

TAN TAN RAMEN: Spicy sesame dashi broth topped with ground pork, mushroom, bamboo, bean sprout, scallion, fish cakes, and boiled egg. $17.50

SHOYU RAMEN: Light beef broth topped with pork chashu, mushroom, bamboo, bean sprout, scallion, fish cakes, and a boiled egg. $17.50

MISO RAMEN: Rich pork broth, soy bean paste, topped with pork chashu, mushroom, bamboo, bean sprout, scallion, fish cakes, and a boiled egg. $17.50

SPICY CHICKEN RAMEN: Creamy spicy pork broth topped with grilled chicken, mushroom, bamboo, bean sprouts, scallion, fish cakes, and a boiled egg. $17.50

BONITO JUZU: Creamy pork broth topped with pork chasu, mushrooms, bamboo, bean sprouts, scallions, fish cakes, juzu spice, bonito flakes, and a boiled egg. $17.50

TONKATSU RAMEN: Original tonkatsu with creamy, rich pork broth, pork chashu, mushrooms, bamboo, bean sprouts, scallions, fish cakes, and a boiled egg. $17.50

BEEF GYUDON RAMEN: Light beef broth, topped with thin slices of tender beef, mushrooms, bamboo, bean sprouts, scallions, fish cakes, and a boiled egg. $18.50

SPICY TONKATSU RAMEN: Spicy creamy pork broth, topped with pork chasu, mushrooms, bamboo, bean sprouts, scallions, fish cakes, and a boiled egg. $17.50

CHICKEN KARAGE RAMEN: Spicy creamy pork broth, topped with Japanese marinated breaded chicken, mushrooms, bamboo, bean sprouts, scallions, fish cakes, and a boiled egg. $17.50

SHRIMP TEMPURA RAMEN: Spicy creamy pork broth, topped with shrimp tempura, mushrooms, scallions, beansprouts, bamboo, fish cakes, and a boiled egg. $17.50

HOT MISO RAMEN: Spicy pork broth, topped with ground pork, mushrooms, bamboo, scallions, beansprouts, fish cakes, and a boiled egg. $17.50

PORK KATSU RAMEN: Tender deep-fried pork covered with bread crumbs, laid upon a bed of spicy creamy pork broth, mushrooms, bamboo, bean sprouts, scallions, fish cakes, and a boiled egg. $17.50

CHICKEN KATSU RAMEN: Tender deep-fried pork covered with bread crumbs, laid upon a bed of spicy creamy pork broth, mushrooms, bamboo, bean sprouts, scallions, fish cakes, and a boiled egg. $17.50

CHEF SPECIAL RAMEN

BEEF RIB RAMEN : Spicy creamy pork broth topped with marinated tender beef rib, mushrooms, scallions, beansprouts, bamboo, asparagus, fish cakes, and a boiled egg. $24.95

PORK RIB RAMEN : Spicy creamy pork broth topped with marinated tender pork rib, mushrooms, scallions, beansprouts, bamboo, asparagus, fish cakes, and a boiled egg. $22.95

BRISKET RAMEN: Spicy or non-spicy creamy pork broth topped with delicious tender brisket, mushrooms, scallions, bean sprouts, bamboo, asparagus, fish cakes, and a boiled egg. $21.95

VEGETERIAN MENU

GLUTEN FREE VEGAN RAMEN: Creamy vegetable broth, tofu, mushrooms, scallions, beansprouts, bamboo, and asparagus. $14.50

VEGETARIAN RAMEN: creamy vegetable broth, topped with mushrooms, scallions, beansprouts, bamboo, asparagus and a boiled egg. $14.50

RICE BOWLS

RICE BOWL TOFU: Lightly breaded tofu served over a bed of steamed rice, coleslaw, green onion in savory teriyaki sauce. $12.95

RICE BOWL MIX VEGETABLE: A healthy mix of sautéed vegetables, coleslaw served over a bed of steamed rice with a savory teriyaki sauce. $12.95

TERIYAKI TOFU: Lightly breaded tofu in teriyaki sauce served with white rice. $13.95

HIBACHI VEGETABLE: A delightful mix of fresh sautéed vegetables in savory hibachi sauce. Served with white rice $13.95

TERIYAKI

(SERVED WITH WHITE RICE)

KOREAN BULGOKI	$16.95
TERIYAKI CHICKEN	$17.95
TERIYAKI SALMON	$20.95
TERIYAKI SHRIMP	$19.95
TERIYAKI FILLET MIGNON	$23.95

HIBACHI

(Freshly grilled mix vegetables served with choice of protein a special hibachi sauce served with fried rice)

HIBACHI CHICKEN	$ 16.95
HIBACHI SHRIMP	$ 17.95
HIBACHI SALMON	$19.95
HIBACHI FILLET MIGNON	$23.95
HIBACHI CHICKEN & SHRIMP	$19.95
HIBACHI CHICKEN & FILLET	$ 22.95
HIBACHI FILLET & SHRIMP	$ 24.95
HIBACHI SPECIAL COMBO	$ 26.95

(CHICKEN, SHRIMP, FILLET MIGNON)

SIDE / EXTRA

PLAIN RAMEN: noodle and choice of broth	$8.00
Egg	$2.00
Broth	$4.00
Noodle	$4.00
Add vegetables	$1.00
Side vegetables	$5.95
Side sauce	$1.00
Side chicken	$6.95
Side fillet mignon	$7.95
Side salmon or shrimp	$7.95
Side fried rice	$3.50
Side white rice	$2.50

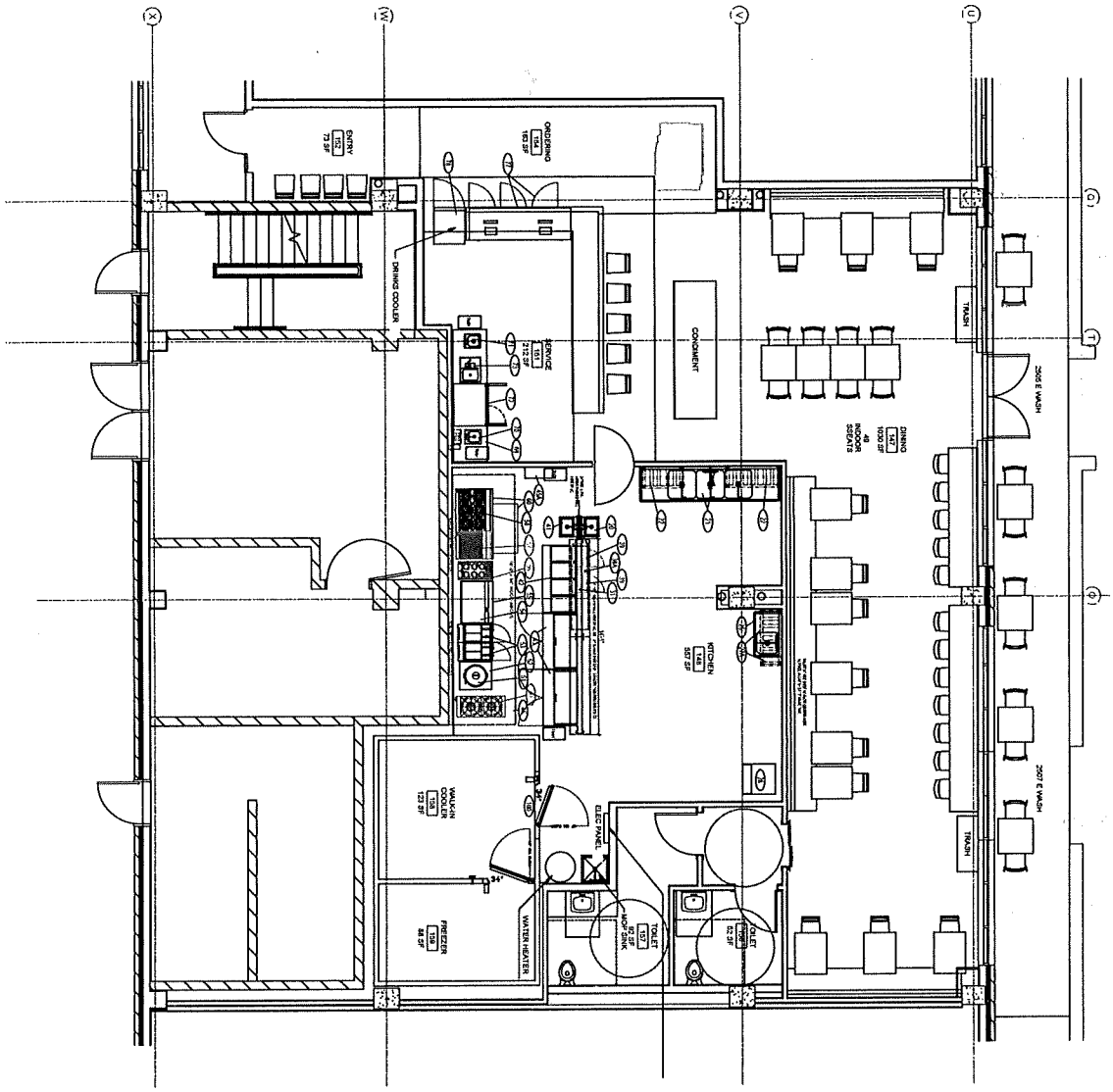
SODA (free refill)	$ 3.50
Ramune (Japanese soda)	$ 3.95
BOBA DRINK	$6.25

($1 more for strawberry popping boba)

STRAWBERRY	THAI TEA
MELON	MOCHA
MANGO	GREEN TEA
TARO	BROWN SUGAR
WATERMELON	MILK TEA

THAI COFFEE

1 FIRST FLOOR PLAN
1/4" = 1'-0"



FS100

Osaka Raman & Hibachi

FOOD SERVICE EQUIPMENT LAYOUT

PLOT DATE 01/30/2026 | DRWN BY RGF | SCALE 1/4"=1' | PROJ MGR SP

EST 1987 Kavanaugh RESTAURANT SUPPLY

2920 Bryant Road Madison, WI 53713 608-271-8514

All drawings and specifications are property of Kavanaugh Restaurant Supply, Inc. and shall not be used on any other work nor be disclosed to a person for any use whatsoever without written permission. Dimensions to be verified at the job site.

July 2026 ALRC New License

Existing Class A Licenses.csv

All items

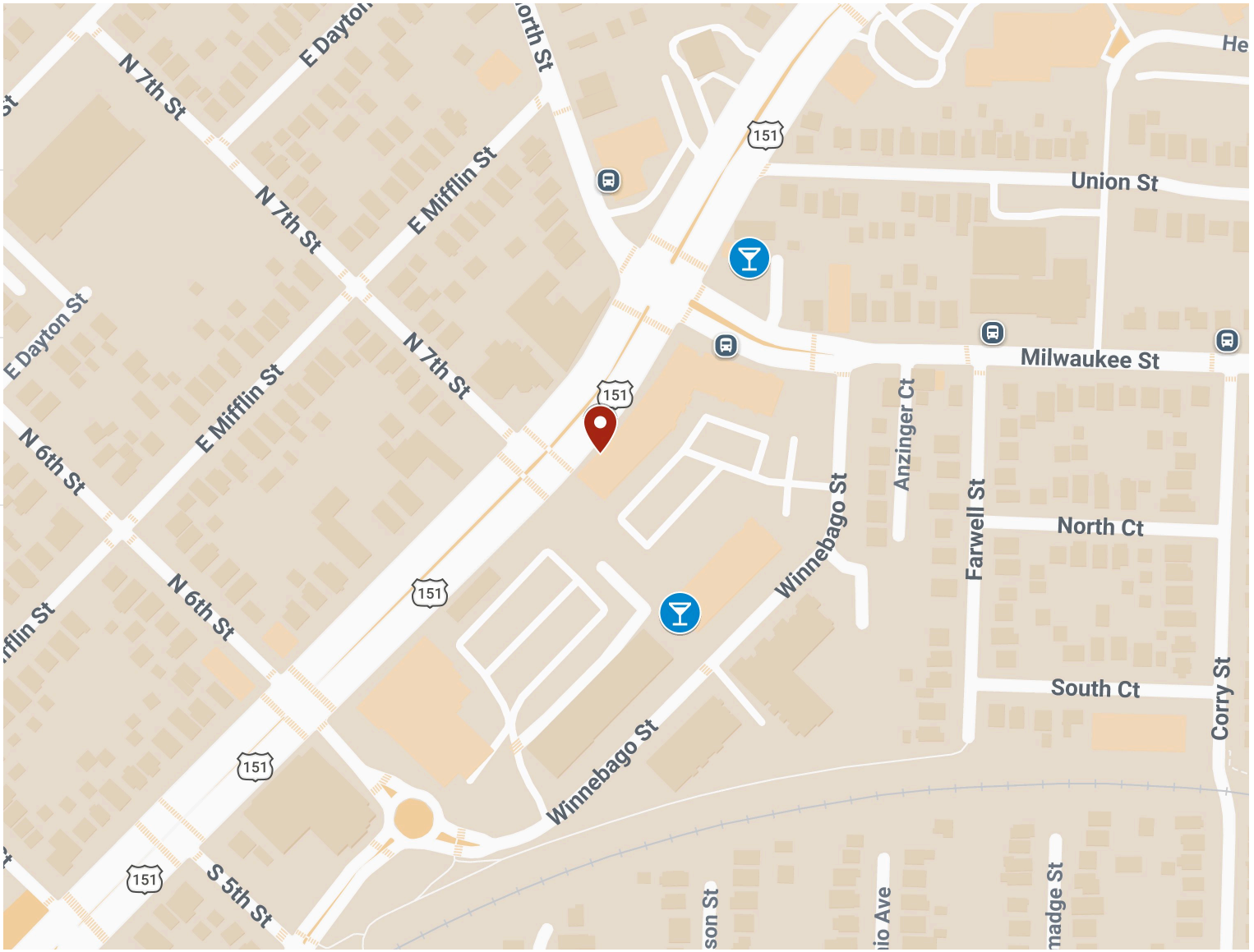
Existing Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



To The Alcohol License Review Committee

The Schenk Atwood Startweather Yahara Neighborhood Association (SASYNA) met with Florencia Djaja from Osaka Ramen and Hibatchi on June 11th. At the meeting we discussed their plans for the restaurant at 2502 E. Washington Avenue. The people in attendance were able to ask questions about the application to ALRC and were in support of the application.

SASYNA would like to register our support of the application and look forward to having the business join the community.

Ryan Koglin
SASYNA Board President

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93795

File ID:	93795	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/01/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Harley's Liquor & Bait Inc • dba Harley's Liquor & Bait
3838 Atwood Ave • Agent: Hiren Patel
Class A Beer, Class A Liquor, Class A Cider
Police Sector 610 (District 15)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2026-00436 App.pdf, LICLIA-2026-00436 Supplemental.pdf, 3838 Atwood Ave map.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/01/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (7/15/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING				Pass

Action Text: A motion was made by Glenn, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING. The motion passed by voice vote/other.

The conditions are:
1) No single cans or single bottles of beer or fermented malt beverages.
2) Exclusion from previous condition for specialty imported beers and microbrews.

One registration in support.

Notes: The conditions are:
1) No single cans or single bottles of beer or fermented malt beverages.
2) Exclusion from previous condition for specialty imported beers and microbrews.

Text of Legislative File 93795

Title

Public Hearing - New License
Harley's Liquor & Bait Inc • dba Harley's Liquor & Bait
3838 Atwood Ave • Agent: Hiren Patel
Class A Beer, Class A Liquor, Class A Cider
Police Sector 610 (District 15)

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIA-2026-00436
(License number)

15 (Alder District #) 610 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☑ Liquor, ☑ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☑ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.

   Harley's Liquor & Bait Inc.

2. Trade Name (doing business as) Harley's Liquor & Bait

3. Address to be licensed 3838 Atwood Ave, Madison WI-53714

4. Mailing address 2216 Lake Woods way Stoughton WI-53589

5. Anticipated opening date August 8th

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☑ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☑ Yes (explain)

   ~~Looking to do Bottle sharing with consumers so class B.~~ NO.

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Main Sales floor, 3 walk in coolers, 3 storage rooms, Basements

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

Indoor: ~~50 - 70~~ N/A Outdoor: ~~40 - 50~~ N/A

10. Describe existing parking and how parking lot is to be monitored.

N/A

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☐ No ☒ Yes, license issued to Hanley's Liquor Inc. (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Hiren Patel

13. City, state in which agent resides Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? 7 years.

15. Has the liquor license agent completed the responsible beverage server training course?

☐ No, but will complete prior to ALRC meeting ☑ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

05/15/2026

17. In the table below list the directors of your corporation or the members of your LLC.

☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
President	Hiren Patel	Stoughton WI.
Treasurer	Bhavesh Patel	Stoughton WI.
Treasurer	Hardik Patel	Carol stream IL
Vice President	Soham Patel	Madison WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

Hiren R. Patel.

19. Is applicant a subsidiary of any other corporation or LLC?

☐ No ☑ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☐ No ☑ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☑ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8 AM - 9 PM	8AM - 9PM	8AM - 9PM	8 AM - 9PM	8 AM - 9PM	8AM - 9 PM	8AM - 9PM
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. N/A

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
N/A % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": _____

Do you have written records to document the percentages shown? ☐ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☐ Yes—what kind? _____
N/A

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 27.

38. State Seller's Permit 4 5 6 - 1 0 3 2 5 7 2 1 6 9 - 0 2

39. Federal Employer Identification Number 42-2588707

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Hiren R. Patel

Business phone 712-635-7194 Business e-mail address EZstop23@gmail.com.

Preferred language English.

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☐ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans, ☐ Copy of Lease, ☑ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ 05/25/2026.

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

Clerk's Office checklist for complete applications		
☒ WI Seller's Permit Certificate (matching articles of incorporation) ☒ FEIN ☒ Written description of premises	☒ Background investigation form(s) ☐ Form for surrender of previous license ☒ *Articles of Incorporation ☒ *Appointment of Agent * Corporation/LLC only	☒ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only
Upon Application Submission, the Clerk's Office issued to the application: ☐ Orange sign ☐ Orange business card ☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information		
Date complete application filed with Clerk's Office _____ Date of ALRC meeting _____ Date license granted by Common Council _____ Date provisional issued _____ Date license issued _____		

HARLEY'S LIQUOR & BAIT
BUSINESS PLAN

Submitted to:
City of Madison Alcohol License Review Committee

Business Address:
3838 Atwood Avenue
Madison, WI 53714

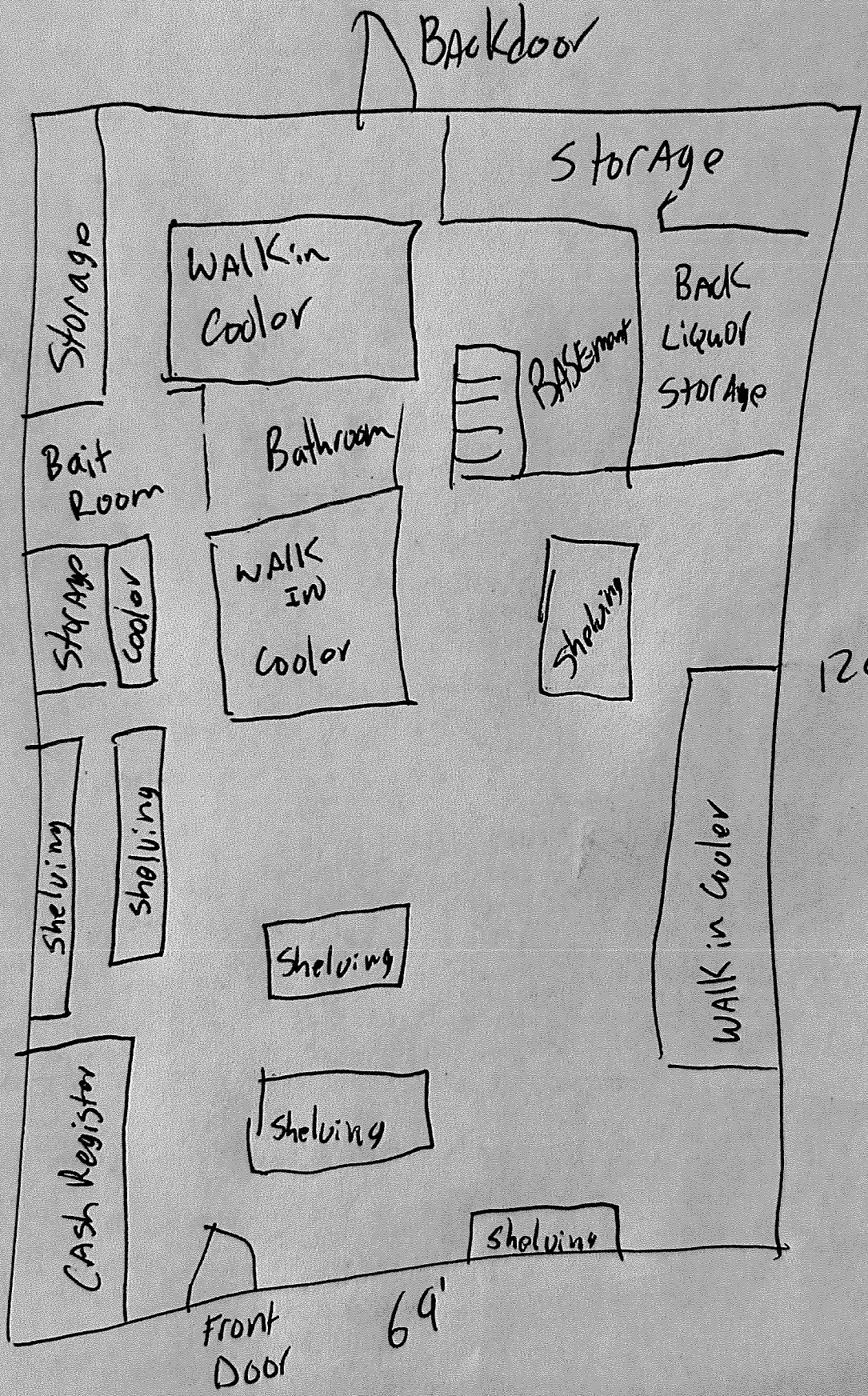
Owners:
Hiren Patel
Soham Patel
Hardik Patel
Bhavesh Patel

BUSINESS OVERVIEW

The ownership group is purchasing both the business and property located at 3838 Atwood Avenue, Madison, Wisconsin, and will continue operating under the established Harley's Liquor & Bait name. The owners currently operate EZ Liquor & Tobacco in Sun Prairie, Wisconsin, which has successfully operated for the past two years, and Sauk Prairie Liquor in Sauk City, Wisconsin, which was acquired in February 2026. Both businesses operate in accordance with all federal, state, and local laws and regulations governing the sale of alcohol and tobacco products. Through this experience, the ownership group has developed strong knowledge of retail operations, inventory management, employee training, customer service, vendor relations, and regulatory compliance. Hiren Patel and Soham Patel will serve as the primary operators of Harley's Liquor & Bait and oversee the day-to-day operations of the business. Harley's Liquor & Bait will continue to offer beer, wine, spirits, tobacco products, convenience items, fishing bait, and seasonal merchandise while maintaining a clean, safe, and welcoming environment for customers. The ownership group is committed to responsible alcohol sales, strict age-verification procedures, employee training, and full compliance with all City of Madison, State of Wisconsin, and federal regulations. We are grateful for the opportunity to serve the Atwood community and look forward to building positive relationships with customers, neighbors, local organizations, and city officials while continuing the long-standing success of Harley's Liquor & Bait.

Respectfully Submitted,

Hiren Patel
Soham Patel
Hardik Patel
Bhavesh Patel


Backdoor
Storage
Storage
WALK in Cooler
Back Liquor Storage
Basement
Bait Room
Bathroom
Storage
Cooler
WALK IN Cooler
Shelving
120'
Shelving
Shelving
Shelving
WALK in Cooler
Shelving
CASH Register
Shelving
Front Door
69'

July 2026 ALRC New License

Existing Class A Licenses.csv

All items

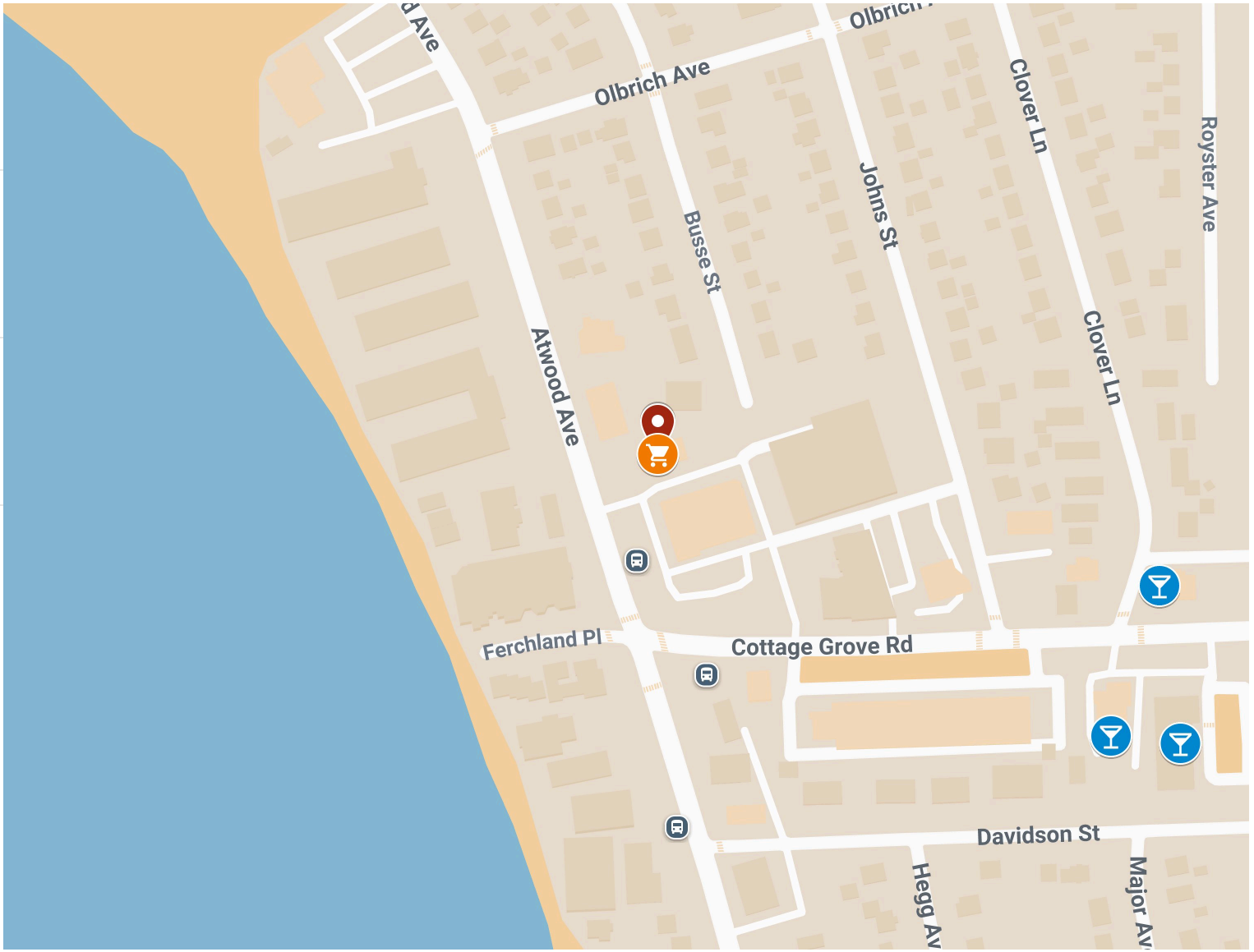
Existing Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing Class A licenses are orange shopping carts, existing Class B licenses are blue martini glasses.



City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 93260

File ID:	93260	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	Attorney's Office
				File Created Date :	05/19/2026
File Name:	Commercial Avenue Setback			**Final Action:**	

Title: Amending Section 16.26(1)(f) of the Madison General Ordinances related to Oscar Avenue Setbacks to remove part of a setback line. (District 12)

Notes: 7027CommercialAveSetback

Sponsors:	Derek Field, Yannette Figueroa Cole And John P. Guequierre	**Effective Date:**	
Attachments:	93260-2026-03-13_Setback Release Exhibit-2150 Commercial Ave.pdf, Setback Line Amendment_Staff Report.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	05/19/2026	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Plan Commission Public Hearing (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer For Public Hearing	PLAN COMMISSION		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer For Public Hearing to the PLAN COMMISSION. The motion passed by voice vote/other.					
1	PLAN COMMISSION	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING				Pass
	Action Text:	A motion was made by Guequierre, seconded by Solheim, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.					
	Notes:	On a motion by Ald. Guequierre, seconded by Solheim, the Plan Commission recommended that the Common Council adopt the amended setback. The motion passed by voice vote/other.					

Text of Legislative File 93260

Fiscal Note

No City appropriation required.

Title

Amending Section 16.26(1)(f) of the Madison General Ordinances related to Oscar Avenue

Setbacks to remove part of a setback line. (District 12)

Body

DRAFTER'S ANALYSIS: This proposed ordinance amends MGO Sec. 16.26(1)(f) to remove the setback line on 2150 Commercial Avenue and on a portion of 910 Oscar Avenue where Oscar Drive was previously vacated.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (f) of Subsection (1) entitled "Establishment" of Section 16.26 entitled "Setback Lines Established" of the Madison General Ordinances is amended as follows:

"(f) The setback line on the east side of ~~Packers~~ Oscar Avenue between ~~Commercial Avenue and the center line of Aberg Avenue~~ the South line of Myrtle Street as dedicated in the plat of Woodland recorded on March 31st , 1927 in Volume 6 of Plats of Dane County on Page 12 as Document No. 72658 and the South Line of Discontinued Roth Street per resolution adopted by the Common Council of the City of Madison on July 27, 1971 as Resolution No. 22,334 File No. 4600-108, Recorded as Document No. 1299257 projected easterly shall be 77 feet from the center line of said ~~Packers~~ Oscar Avenue measured at right angles thereto."

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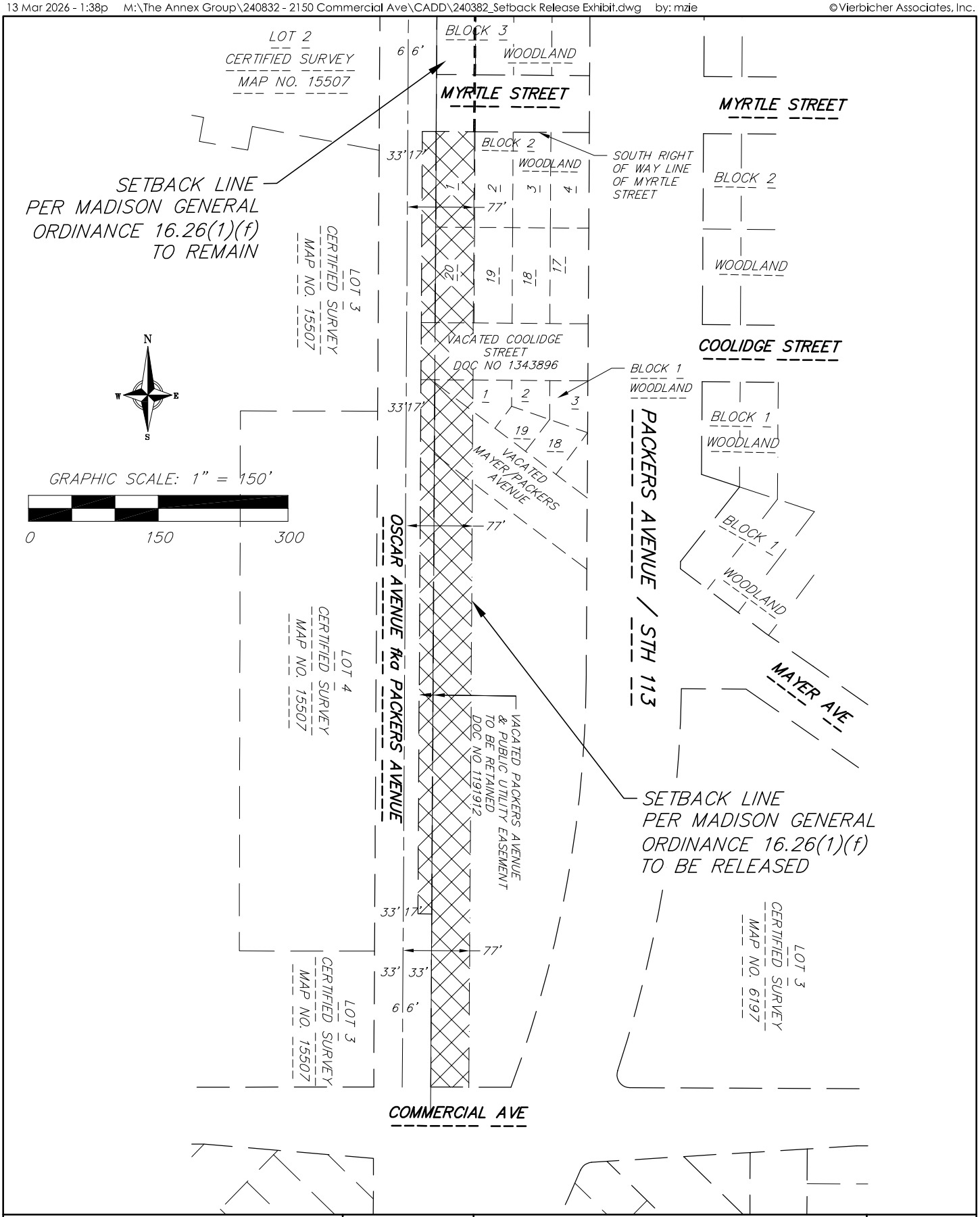

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planners | engineers | advisors

Job #.: 240382	
Date: 01/14/2026	
Rev: 03/13/2026	
Drafted By: MZIE	
Checked By: JLIL	

EXHIBIT

LOCATED IN THE NW1/4 & SW1/4 OF THE SE1/4 OF SECTION 31, T8N, R10E, CITY OF MADISON, DANE COUNTY, WI

SHEET 1 OF 2

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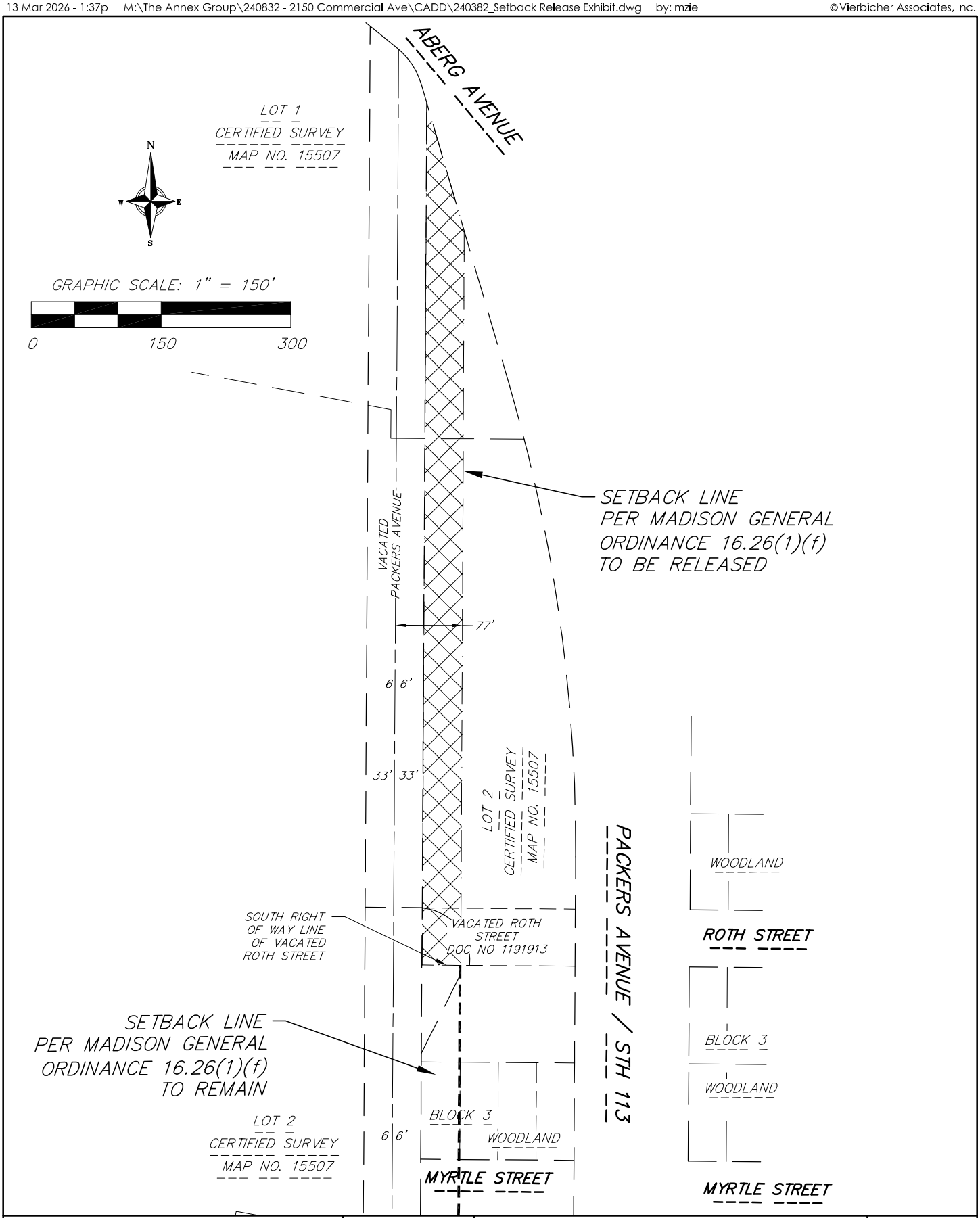

vierbicher
planners | engineers | advisors

Job #.: 240382
Date: 01/14/2026
Rev: 03/13/2026
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Checked By: JLIL

EXHIBIT

LOCATED IN THE NW1/4 & SW1/4 OF THE SE1/4 OF SECTION 31, T8N, R10E, CITY OF MADISON, DANE COUNTY, WI

SHEET 2 OF 2

PLANNING DIVISION STAFF REPORT

July 27, 2026

PREPARED FOR THE PLAN COMMISSION

Proposal: **Ordinance Amendment – Section 16.26 Setback Lines Established**

Legistar File ID #: 93260

Prepared By: Lisa Ernest, AICP, Planning Division

Reviewed By: Meagan Tuttle, AICP, Planning Division Director

In 2025 the Common Council approved a Certified Survey Map to facilitate the redevelopment of 2150 Commercial Avenue (Legistar ID 90802). In 2026 the Urban Design Commission approved a five-story, 241-unit mixed-use building with 6,000 square feet of commercial space on Lot 1 of the CSM in Urban Design District 4 (Legistar ID 88916).

The property is subject to a setback line that is established in Section 16.26 of the Subdivision Regulations. Section 16.16 establishes building setback lines on certain properties in the City. Section 16.26(f) states, "The setback line on the east side of Packers Avenue between Commercial Avenue and the center line of Aberg Avenue projected easterly shall be 77 feet from the center line of said Packers Avenue measured at right angles thereto." Staff note that Oscar Avenue used to be referred to as Packers Avenue prior to the construction of Packers Avenue/HWY 113 in its current location. The setback line was intended to allow for future expansion of Packers Avenue before it was relocated to the east side of the subject property. The setback line extends from Commercial Avenue to Aberg Avenue. However, the City previously vacated a portion of Oscar Avenue (formerly Packers Avenue) on 910 Oscar Avenue and 2003 Aberg Avenue. Both properties are a part of the former Oscar Mayer plant. The amendment would remove the setback line where Oscar Avenue has been vacated.

When the CSM for 2150 Commercial Avenue was approved staff advised that the setback line on the subject property was no longer required. The CSM was approved with the following condition, "Before the CSM is signed by the City, MGO Section 16.26(f) shall be amended to remove the portion of the setback line that is located on 2150 Commercial Avenue. The applicant shall provide any exhibits, legal descriptions and fees required to amend MGO Section 16.26(f). If the ordinance amendment is not approved, then the setback line shall be shown on the CSM."

As shown in the exhibit, the proposed amendment would:

- Remove the setback line from 2150 Commercial Avenue.
- Remove the setback line from 2003 Aberg Avenue and a portion of 910 Oscar Avenue where Oscar Avenue has been vacated.
- Keep the setback line on 2228 Myrtle St and the portion of 910 Oscar Avenue where Oscar Avenue has not been vacated.

The amendment would replace Packers Avenue with Oscar Avenue to reflect that the street name has changed.

Planning Division staff recommend that the Plan Commission forward a recommendation to the Common Council to approve the amendment to Section 16.26(f) of the Subdivision Regulations.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 93925

File ID:	93925	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/08/2026
File Name:	Submitting the appointment of Charles J. Romines for confirmation of a five-year term as Director of Public Works.			**Final Action:**	

Title: Submitting the appointment of Charles J. Romines for confirmation of a five-year term as Director of Public Works.

Notes:

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	Romines Draft Contract.pdf	**Enactment Number:**	
Author:	Erin Hillson, Director of Human Resources	**Hearing Date:**	
Entered by:	kklafka@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	07/08/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 93925

Fiscal Note

The proposed resolution authorizes the appointment of Charles J. Romines as Director of Public Works for a 5-year term, effective September 8, 2026. This position was created via Legistar File 92726 (ORD-26-00026). As stated in the draft Employment Agreement between the City of Madison and Charles J. Romines, the Director's salary will be based on an

annualized rate of $208,600. The new compensation rate will cost approximately $1,600 in 2026. The cost will be absorbed within the Public Works agencies 2026 adopted budgets. The annual cost is approximately $5,700. No additional appropriation is required with approval of this appointment.

Title

Submitting the appointment of Charles J. Romines for confirmation of a five-year term as Director of Public Works.

Body

WHEREAS, the Mayor has appointed Charles J. Romines to the position of Director of Public Works has recommended to the Common Council that their appointment be confirmed; and,

WHEREAS, the parties have reached an accord on the terms and conditions of an Employment Agreement between the City and Charles J. Romines;

NOW THEREFORE, be resolved that Charles J. Romines's appointment to the position of Director of Public Works is hereby confirmed, and the Mayor and the City Clerk's Office are authorized to execute an Employment Agreement between the City and Charles J. Romines.

EMPLOYMENT AGREEMENT BETWEEN
THE CITY OF MADISON
AND
CHARLES J. ROMINES

This Agreement made this September 8, 2026, by and between the City of Madison, a municipal corporation of Dane County, Wisconsin (hereafter, the "City") and Charles Romines (hereafter, the "Director" or "Employee").

WITNESSETH;

WHEREAS, the City desires to hire the Director as an employee of the City of Madison to perform the services described herein on its sole behalf as the Director of Public Works, and

WHEREAS, the Director possesses the necessary knowledge, skill, abilities, and experience to perform such services and is willing to perform such services as the Director of Public Works; and

WHEREAS, the Director has been duly selected and has been confirmed for appointment to the position of Director of Public Works by the Common Council of the City of Madison on September 8, 2026; and

WHEREAS, the Common Council of the City has authorized the execution of the Agreement by Resolution No. RES_____.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and agreements contained in this document, the receipt and sufficiency of which is mutually acknowledged, the parties agree as follows:

I. DIRECTOR OF PUBLIC WORKS HIRED

Charles Romines is hired as a non-civil service employee of the City, holding the position of Director of Public Works pursuant to the terms, conditions, and provisions of this Agreement. The Director shall have and exercise full authority and discretion as a Department Head within the City's organizational structure and act as Appointing Authority for employees of the Public Works Department in accordance with all appropriate City Ordinances and Mayor's Administrative Procedure Memoranda.

II. FUNCTIONS, DUTIES AND RESPONSIBILITIES OF THE TITLE

A. General Responsibilities:

This is professional executive management and administrative work involving primary responsibility for the Department of Public Works (including the Divisions of: Streets, Parks, Engineering, Fleet Service, and Water Utility). This position reports directly to the Mayor and is part of the Mayor's Management Team. The work involves performing departmental administrative, budget, and strategic oversight, advising the Mayor on public works issues and programs, and serving as a member of numerous other City committees and projects. The work is characterized by the exercise of independent managerial direction within broad City policy guidelines.

B. Examples of Duties and Responsibilities:

Review, monitor, and coordinate operations and infrastructure maintenance activities across all Public Works agencies with a focus on sustainability and coordination of resources across the Department to the greatest extent possible. Ensure plans are developed, understood, and executed by subordinate staff for weather-related and other emergency situations that occur.

Play a key role in logistics for citywide emergency management within City Incident Command System, as needed.

Review, monitor, and coordinate the development of operating and capital budgets for the Public Works divisions and the Department as a whole. Prepare and present a variety of operational and budgetary reports and recommendations.

Develop, monitor, and manage Department/Division strategic planning, work planning, project planning, goal setting, resource utilization, and organizational performance management.

Chair and direct staff meetings involving Division Heads and others. Respond and address internal issues between Divisions and external issues with other City and non-City agencies, and the general public.

Promote a positive work culture that values continuous learning and is committed to the City’s mission and vision, including a commitment to ongoing initiatives involving performance excellence systems.

Advise the Board of Public Works and other boards and committees as needed on various public works issues.

Engage with the public, including elected officials, including but not limited to serving on and/or providing leadership to a wide variety of committees, commissions, task forces, project teams, etc., related to the public works area and as assigned by the Mayor.

Evaluate, control, and administer the Public Works construction programs adopted by the Common Council.

Evaluate current work methods, procedures, and policies within the department. Set service level expectations, goals, and priorities. Bring forth new methods or strategies for improvement or to resolve issues.

Provide leadership and guidance to the Department on issues of equity in the workplace and in service provision.

Act as advisor to the Mayor and other Department and Division Heads on areas of expertise and in regard to assigned projects.

Direct, evaluate, mentor, and recruit Division/Department leadership staff. Collaborate, develop, and implement workforce development plans aimed at ensuring a talented, skilled, and diverse workforce. Support Division leadership in addressing personnel matters. Develop and deploy initiatives and structural changes to increase organizational efficiency and improve customer service. Identify and anticipate future needs and opportunities, and other related operational and administrative matters.

Participate in and/or lead various projects, as assigned.

Perform related work as required.

C. The Director agrees to perform such functions and duties at a professional level of competence and efficiency. The Director shall abide by all requirements of the laws of the State of Wisconsin, and of the ordinances, resolutions, regulations, rules, and practices of the City, which exist at the time of execution of this Agreement or which may, hereafter, be enacted or amended by the State of Wisconsin or the City in the exercise of their lawful authority. In the event a provision of this Agreement conflicts with any City ordinance, resolution, regulation, rule, or policy, the provision of the Agreement shall control, except that nothing herein shall be interpreted as modifying the obligations or terms Madison General Ordinance §3.35 (the Ethics Code).

D. The Director shall devote full time to the duties and responsibilities provided herein and shall engage in no pursuit that interferes with them. The Mayor, however, may approve the Director's reasonable time away from the regular duties and responsibilities provided such time is approved in advance and taken as vacation leave or absence without pay. Further, the Mayor may authorize other limited outside professional activities on City time provided that they are determined to be of benefit to the City and the Director is not compensated for such activities. Nothing herein limits the Director from performing outside services for compensation provided such outside services have been approved by the Mayor, are not done on City time, and otherwise comply with City ordinances and rules.

E. The standard City workweek is 38.75 hours. However, the Director shall have reasonable flexibility from this standard to accommodate additional time expended outside regular working hours required by attendance at meetings and the like. Such flexibility is not intended to provide or be used as additional vacation or other paid leave.

F. The Director shall have no right to make contracts or commitments for or on behalf of the City except as preauthorized by statute, ordinance, or express written consent of the City.

G. The Director shall continue to reside within the City of Madison for the duration of this contract. As a condition of accepting this contract, the Director agrees to waive any right to challenge this residency requirement, by court action or otherwise.

III. COMPENSATION AND BENEFITS

A. The Director's salary shall be based on an annualized rate of $208,600 and shall be paid in approximately equal biweekly payments according to regular City payroll practices. Annual salary adjustments during the term of this agreement may be made at the Mayor's discretion, subject to approval of the Common Council, as provided in the City's established managerial pay plan. The Director shall not be entitled to receive any additional overtime compensation, compensatory time off, or bonuses.

B. The Director shall, in addition to the compensation provided in Paragraph A above, and except as otherwise set forth in the Agreement, be entitled to the following benefits:

1. The Director shall receive the same benefits as all other non-represented professional employees in Compensation Group 18 as

may be provided and/or modified by the Madison General Ordinances, Resolution of the Common Council, Administrative Procedure Memoranda, or other official City action throughout the duration of this agreement subject to paragraph II. (G) above.

2. The Director shall be entitled to twenty-seven (27) days of vacation in each year of this Agreement. Credited but unused vacation in excess of ten (10) days may be carried forward to the succeeding year with the approval of the Human Resources Director. At the start of this contract, the Director of Public Works will retain all currently held vacation without proration, and will have new a new annual allotment added. This allotment will be provided annually on September 8 of each year. Except as otherwise provided, the Director shall be paid in full for credited but unused vacation existing at the expiration of this Agreement or upon the Director's retirement, when qualified for receipt of Wisconsin Retirement System (WRS) benefits. The Director may elect to convert up to twenty (20) days of their annual vacation to an amount of cash equivalent, calculated on their regular earnings. The Director shall apply for such conversion option in accordance with City procedures, and such amount shall be paid in a manner determined by the City.

3. Sick Leave: If the Director leaves the position before the end of the contract period, the Director shall be entitled to payment in full (100%) of any earned but unused sick leave accumulated during each of the fully completed contract period(s). The Director shall be entitled to one-half (50%) of any earned but unused sick leave accumulated to the day the Director terminated City employment during the contract period. If the City terminates the Director's contract before the end of the contract period or the Director leaves the position at the end of the contract period or the Director retires and qualifies for WRS benefits, they shall be entitled to payment in full (100%) of any sick leave the Director would have earned through the end of that year.

4. The Director shall be eligible to participate at City expense in professional seminars, conferences, workshops, and related meetings consistent with the role as Director and in accordance with applicable Administrative Procedure Memoranda.

5. The Director shall be reimbursed for relevant professional association and/or licensure dues.

6. The Director shall continue to have an assigned vehicle pursuant to the responsibilities of the Director of Public Work and in accordance with all related policies.

7. The Director shall be eligible for smart phone with data plan reimbursement up to seventy-five (75) dollars per month for City usage.

IV. TERM: RENEWAL OPPORTUNITY; NON-RENEWAL

A. This Agreement shall take effect on September 8, 2026, and shall expire on September 7, 2031, unless terminated sooner as provided herein. All salary and benefit changes shall apply the pay period following September 8, 2026.

B. The Mayor, in their sole discretion, may offer renewal of this Agreement to the Director. The Mayor shall notify the Director of the intent to renew the Agreement at least ninety (90) calendar days before the expiration of this Agreement. Failure to so notify the Director shall extend the term of this Agreement by the time of the delay in actual notification (but in no event for more than ninety (90) days) without change in the Director's anniversary date, and shall not act as a full renewal of the Agreement. Renewal of the agreement and of its provisions shall be subject to the approval of the Common Council. In the event the Common Council does not renew this Agreement, this Agreement will remain in effect for ninety (90) days following the non-renewal action by the Common Council or five (5) years from the date of this Agreement, whichever is later.

C. The Mayor, in their sole discretion, may elect not to offer renewal of this Agreement to the Director. In such event, the Mayor shall notify the Director of the intent not to renew the contract at least ninety (90) calendar days before the expiration of this Agreement. Failure to so notify shall extend the term of this Agreement by the time of the delay in actual notification (but in no event for more than ninety (90) days) and shall not act as a renewal of the Agreement. At the expiration of the Agreement, the parties' rights, duties, responsibilities, and obligations shall end. However, the Director will, at the sole discretion of the Mayor, be eligible to take a voluntary demotion into any vacant or newly created position for which the Director is qualified.

D. In the event of non-renewal of this Agreement, under either this or Paragraph C above, the Mayor may, in their sole discretion, terminate this Agreement at any earlier date within ninety (90) days of the expiration of

this Agreement, as determined by the Mayor. The early termination is to be accomplished by (a) notifying the Director of the date of early termination, and (b) committing to buy out the balance of this Agreement by paying the Director the balance due under this Agreement in a lump sum, including salary and leave benefits (vacation, floating holiday, paid leave, sick leave) earned or to be earned through the original term of this Agreement, together with payment of the City's share of any health insurance premiums or the provision for such payment through the original term of this Agreement. The buy-out may be for the full period left on this Agreement, or any portion of the final ninety (90) days thereof. If this Agreement is terminated early through the provisions of this buy-out clause, the Director's employment with the City ends as of the date of early termination.

V. PERSONNEL ACTIONS

The Director is subject to the Mayor's supervision and is, during the term of this Agreement, subject to the Mayor's authority to impose discipline on or to discharge the Director as is provided in Sec. 9 of the City of Madison Personnel Rules, or as may be renumbered or amended hereafter. The Director shall be entitled to the procedural appeal and provisions contained in such subsection or as may be provided other non-represented employees at the time of imposition of suspension or discharge.

VI. CITY OBLIGATIONS AND RIGHTS

The City shall provide staff, equipment, supplies and space that it deems reasonable, in its sole discretion, for the conduct of the work of the Director. The City retains the sole right to determine the organizational structure and overall functioning of the Public Works Department.

VII. REOPENING THE AGREEMENT

Either party may request that the Agreement be reopened for renegotiation if or when the Director's duties or responsibilities change significantly. A "significant" change in the Director's duties is defined as that degree of change in duties and responsibilities that would qualify a civil service position for reclassification pursuant to standard City personnel practices.

Factors which may be considered include the addition or deletion of duties, changes in Department services, or the addition or deletion of programs. If there is no agreement, the original Agreement shall control and shall not be reopened. Agreement changes, if any, and any resulting reclassification of the position shall

not be deemed the creation of a new position so as to require competition.

VIII. LIABILITY PROTECTION

The City shall defend and indemnify the Director against and for any and all demands, claims, suits, actions, and legal proceedings brought against them in their official capacity or personally for acts performed within the scope of their employment to the extent and only to the extent authorized by the Wisconsin Statutes in effect at the time of the act complained of and as may be provided by any City insurance coverage for employees at such time.

IX. STATEMENT OF ECONOMIC INTERESTS

Pursuant to Madison General Ordinance §3.35 (the Ethics Code), the Director shall file a Statement of Economic Interests with the City Clerk within fourteen (14) days of their appointment. Each person required to file a Statement of Economic Interests shall annually file with the Clerk an updated Statement no later than April 30 of each year.

X. DOCUMENTS AND MATERIALS PROPERTY OF THE CITY

All of the documents, materials, files, reports, data and the like which the Director prepares or receives while this Agreement is in effect are the sole property of the City of Madison. The Director will not publish any such materials or use them for any research or publication without attribution to the City other than as work performed pursuant to the terms of this Agreement.

XI. APPEARANCE BEFORE ANY CITY ENTITY FOLLOWING SEPARATION FROM EMPLOYMENT

The Director shall be subject to the provisions of Madison General Ordinance §3.35 (the Ethics Code).

XII. TERMINATION OF AGREEMENT

A. The Director may elect to terminate this Agreement before the expiration of the contract period. If the Director provides less than forty-five (45) calendar days' notice in writing to the Mayor, the Director forfeits all rights to the cash equivalent of any of the benefits enumerated in Section III. B. of the Agreement. If the Director provides forty-five (45) calendar days' notice, or greater, in writing to the Mayor, the benefits enumerated in Section III. B. of the Agreement will be paid according to the terms of the Director leaving during the contract period. These forfeiture provisions do not apply if the

Director retires from this position and qualifies for benefits under the Wisconsin Retirement System.

B. The Director's discharge (as provided for in section 9 of the City of Madison Personnel Rules) during the term of this Agreement shall be deemed a breach of material provision of the Agreement. In the event of a discharge or other breach of a material provision of the Agreement by the Director, the Director shall forfeit all compensation and benefits from the date of notification of the breach by the City. This action shall not impact the receipt of benefits earned during the total period of employment. In the event of an alleged breach of a material provision of this Agreement by either party, the concerned party shall notify the other party in writing within thirty (30) working days, which shall be followed by a meeting of the parties to resolve the alleged breach. In the event the issue is not resolved, the Director or the City may pursue contract remedies.

C. The City retains the right, in its sole discretion, to abolish the position of Director of Public Works or to reorganize as it deems in the best interest of the City. In the event the City abolishes the position of Director of Public Works or reorganizes the Department to the extent that the position of Director is no longer required, this Agreement shall terminate and all rights, duties and obligations of the parties shall mutually end without recourse ninety (90) calendar days after final approval of such abolishment of position or reorganization by the Common Council, except as provided in Madison General Ordinance §3.35 (the Ethics Code). In such case, all benefits provided in renewal or non-renewal of the agreement apply.

XIII. NO ASSIGNMENT OR SUBCONTRACT

The Director shall not assign or subcontract any interest or obligation under this Agreement.

XIV. AMENDMENT

This Agreement shall be amended only by written Addendum to Agreement of the parties approved and authorized for execution in the same fashion as this original Agreement.

XV. NO WAIVER

No failure to exercise and no delay in exercising any right, power or remedy on either party's part shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise

thereof, or the exercise of any other right, power, or remedy.

XVI. ENTIRE AGREEMENT

No agreements, oral or written, express or implied, have been made by either party hereto, except as expressly provided herein. All prior agreements and negotiations are superseded hereby. This Agreement and any duly executed addenda or amendments thereto constitute the entire Agreement between the parties hereto.

XVII. SEVERABILITY

In the event any provisions of this Agreement are determined by any court of law to be unconstitutional, illegal, or unenforceable, it is the intention of the parties that all other provisions of this Agreement shall remain in full force and effect.

XVIII. GOVERNING INTENT AND LAW

This Agreement shall be interpreted in the first instance in accordance with the spirit and intent of the Substitute Report of the Human Resources Committee Report approved by the Common Council on August 2, 1988 and shall be controlled, construed, and enforced in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the day and year contained herein.

EMPLOYEE:

_____
Charles J. Romines

CITY OF MADISON
A Wisconsin Municipal Corporation

_____ _____
Satya Rhodes-Conway, Mayor Lydia McComas, City Clerk

APPROVED:

David Schmiedicke, Finance Director

APPROVED AS TO FORM:

Patricia Lauten, Deputy City Attorney

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94051

File ID:	94051	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:	Submitting the appointment of David Schmiedicke for confirmation of a five-year term as Finance Director.			**Final Action:**	

Title: Submitting the appointment of David Schmiedicke for confirmation of a five-year term as Finance Director.

Notes: Contract attachment will be added ASAP when ready.

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	Schmiedicke Final Contract.pdf	**Enactment Number:**	
Author:	Erin Hillson, Director of Human Resources	**Hearing Date:**	
Entered by:	kklafka@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	07/14/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94051

Fiscal Note

As stated in the Employment Agreement between the City of Madison and David Schmiedicke, the Finance Department director's salary will be based on a total annualized rate of $211,079 effective August 2, 2026. The Finance Department director position is approved and funded in the 2026 Adopted Operating Budget. No additional appropriation required.

Title
Submitting the appointment of David Schmiedicke for confirmation of a five-year term as Finance Director.

Body
WHEREAS, the Mayor has appointed David Schmiedicke to the position of Finance Director and has recommended to the Common Council that their appointment be confirmed; and,

WHEREAS, the parties have reached an accord on the terms and conditions of an Employment Agreement between the City and David Schmiedicke;

NOW THEREFORE, be resolved that David Schmiedicke's appointment to the position of Finance Director is hereby confirmed, and the Mayor and the City Clerk's Office are authorized to execute an Employment Agreement between the City and David Schmiedicke.

EMPLOYMENT AGREEMENT BETWEEN
THE CITY OF MADISON
AND
DAVID P. SCHMIEDICKE

This Agreement made this August 4, 2026, by and between the City of Madison, a municipal corporation of Dane County, Wisconsin (hereafter, the "City") and David Schmiedicke person (hereafter, the “Finance Director,” “Director,” or “Employee”).

WITNESSETH;

WHEREAS, the City desires to hire the Director as an employee of the City of Madison to perform the services described herein on its sole behalf as the Finance Director, and

WHEREAS, the Director possesses the necessary knowledge, skill, abilities and experience to perform such services and is willing to perform such services as the Finance Director, and

WHEREAS, the Director has been duly selected and has been confirmed for appointment to the position of Finance Director by the Common Council of the City of Madison on August 4, 2026, and

WHEREAS, the Common Council of the City has authorized the execution of the Agreement by Resolution No. RES_____.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and agreements contained in this document, the receipt and sufficiency of which is mutually acknowledged, the parties agree as follows:

I. FINANCE DIRECTOR HIRED

David Schmiedicke is hired as a non-civil service employee of the City, holding the position of Finance Director pursuant to the terms, conditions, and provisions of this Agreement. The Director shall have and exercise full authority and discretion as a Department Head within the City's organizational structure and act as Appointing Authority for employees of the Finance Department in accordance with all appropriate City Ordinances and Mayor's Administrative Procedure Memoranda.

II. FUNCTIONS, DUTIES AND RESPONSIBILITIES OF THE FINANCE DIRECTOR

A. General Responsibilities:

David P. Schmiedicke is hereby hired as a non-civil service employee of the City, holding the position of Finance Director pursuant to the terms, conditions and provisions of this Agreement. The Finance Director shall have and exercise full authority and discretion as a Department Head within the City's organizational structure and act as Appointing Authority for employees of the Finance Department in accordance with all appropriate City Ordinances and Mayor's Administrative Procedure Memoranda.

B. Examples of Duties and Responsibilities:

This is highly responsible managerial and professional work in directing the operations, programs, and staff of the City's Finance Department. The Finance Department is functionally responsible for City-wide financial management services to include general accounting, fiscal management, budgeting, internal audit, risk management, financial services (e.g., managing the assets and liabilities of various City funds, providing financial advisory service to enterprise operations, etc.), purchasing, payroll, financial analysis of economic development proposals, treasury services, investment management, and debt management. This position also serves as the City Comptroller as defined in Wisconsin State Statute 62.09(10) and the City Treasurer as defined in Wisconsin State Statute 62.09(9). This work characteristically involves highly complex financial analysis and consultation at the policy level. Work is performed under the direction of the Mayor.

- Manage the staff, programs, and functions of the Finance Department. Plan and direct overall departmental activities. Develop and implement City accounting, budgetary, financial management, and related City administration systems and programs. Review program results with staff for compliance with objectives and approve detailed financial statements and reports. Keep abreast of changes in technology affecting financial reporting/accounting systems and recommend improvements or updates. Hire, train, assign, motivate, evaluate, and discipline a diverse staff both directly and through subordinate supervisors.

- Provide financial management services relative to the City's numerous funds. Manage the assets and liabilities of these funds. Provide financial advisory and analytic services for the City's enterprise operations and special funds. Review budgets and financial statements to identify problems and recommend remedies. Review long-range financial projections and cash forecasts. Review financial status of each fund and establish goals.

- Direct the City's budgetary process. Oversee budget reviews, data and innovation projects, and management and financial analyses and studies. Provide policy-level support to the Mayor's Office, Finance Committee, Room Tax Commission, and Common Council in the development, analysis, and implementation of the City budget.

- Provide high level economic development financial services. Develop methods and procedures for performing financial reviews of economic development projects. Prepare financial feasibility studies for T.I.F. projects and develop detailed financial plans. Prepare documents to support debt issuance and management. Review low-cost loans and other financial assistance programs. Review proposed Industrial Revenue Bond issues and report findings to Common Council.

- Direct the City's audit program by identifying priorities and policy considerations. Establish audit objectives and oversee implementation through a subordinate supervisor. Review audit results. Maintain liaison with and support Department Heads, the Mayor's Office, and the Finance Committee relative to audit functions.

- Provide managerial review and policy-level decisions regarding the City's Risk Management program. Approve insurance policies for City-wide coverage. Review and recommend annual budget for Risk Management, including amounts for premiums, Worker's Compensation, safety programs, and self-insurance retentions. Review and approve changes in policies and procedures affecting risk activities.

- Provide debt management services. Review the annual borrowing requirements for the City of Madison and prepare long-term debt policies. Manage the City's debt service costs. Prepare documentation and Official Statement for City borrowing (and solicit bids accordingly).

- Oversee the City's purchasing program and staff through a subordinate supervisor. Provide policy-level direction and oversight to purchasing activities and functions through the establishment of adequate procedures, and through the identification and resolution of programmatic problems.

- Oversee the City's treasury and investment management program and staff through a subordinate supervisor. Provide policy-level direction and oversight of revenue collection and reconciliation activities, along with investment strategies, through the establishment of adequate procedures and through identification and resolution of programmatic problems.

- Provide high-level consultation to the Mayor and Common Council, and on financial management issues. Prepare complex financial analysis and reports. Oversee the staffing of the Finance Committee and the Room Tax Commission.

- Administer the Finance Department including approving payrolls, overseeing budget preparation and monitoring, functioning as Appointment Authority and performing other necessary administrative and supervisory tasks.

- Demonstrate a commitment to the City's racial equity and social justice initiatives (RESJI). Participate in and help lead city-wide and agency efforts toward implementing RESJI principles.

- Instill a culture of continuous learning and a commitment to ongoing initiatives involving performance excellence systems.

- Demonstrate and promote organizational values, in everyday work, to further the mission and vision of the City of Madison.

- Perform related work as required.

C. The Director agrees to perform such functions and duties at a professional level of competence and efficiency. The Director shall abide by all requirements of the laws of the State of Wisconsin, and of the ordinances, resolutions, regulations, rules, and practices of the City which exist at the time of execution of this Agreement or which may, hereafter, be enacted or amended by the State of Wisconsin or the City in the exercise of their lawful authority. In the event a provision of this Agreement conflicts with any City ordinance, resolution, regulation, rule, or policy, the provision of the Agreement shall control, except that nothing herein shall be interpreted as modifying the obligations or terms Madison General Ordinance §3.35 (the Ethics Code).

D. The Director shall devote full time to the duties and responsibilities

provided herein and shall engage in no pursuit that interferes with them. The Mayor, however, may approve the Director's reasonable time away from the regular duties and responsibilities provided such time is approved in advance and taken as vacation leave or absence without pay. Further, the Mayor may authorize other limited outside professional activities on City time provided that they are determined to be of benefit to the City and the Director is not compensated for such activities. Nothing herein limits the Director from performing outside services for compensation provided such outside services have been approved by the Mayor, are not done on City time, and otherwise comply with City ordinances and rules.

E. The standard City workweek is 38.75 hours. However, the Director shall have reasonable flexibility from this standard to accommodate additional time expended outside regular working hours required by attendance at meetings and the like. Such flexibility is not intended to provide or be used as additional vacation or other paid leave.

F. The Director shall have no right to make contracts or commitments for or on behalf of the City except as preauthorized by statute, ordinance, or express written consent of the City.

G. The Director shall continue to reside within the City of Madison for the duration of this contract. As a condition of accepting this contract, the Director agrees to waive any right to challenge this residency requirement, by court action or otherwise.

III. COMPENSATION AND BENEFITS

A. The Director's salary shall be based on an annualized rate of $211,079.41 and shall be paid in approximately equal biweekly payments according to regular City payroll practices. This salary will remain at the top of the range/grade for this position if adjustments are made to the salary schedule due to the outcome of the Compensation Study. If any other executive is contracted for a salary in excess of the maximum of the appropriate range/grade for their position, the Finance Director salary will be increased by the same percentage above the maximum provided to any other executive, effective with the same pay period as the pay level is effective for the other executive(s). Annual salary adjustments during the term of this agreement may be made at the Mayor's discretion, subject to approval of the Common Council, as provided in the City's established managerial pay plan. The Director shall not be entitled to receive any additional overtime compensation, compensatory time off, or bonuses.

B. The Director shall, in addition to the compensation provided in Paragraph A above, and except as otherwise set forth in the Agreement, be entitled to the following benefits:

1. The Director shall receive the same benefits as all other non-represented professional employees in Compensation Group 18 as may be provided and/or modified by the Madison General Ordinances, Resolution of the Common Council, Administrative Procedure Memoranda or other official City action throughout the duration of this agreement subject to paragraph II. (G) above.

2. The Director shall be entitled to twenty-seven (27) days of vacation in each year of this Agreement. Credited but unused vacation in excess of ten (10) days may be carried forward to the succeeding year with the approval of the Human Resources Director. Except as otherwise provided, the Finance Director shall be paid in full for credited but unused vacation existing at the expiration of this Agreement or upon the Director's retirement, when qualified for receipt of Wisconsin Retirement System (WRS) benefits. If the Director accrues a balance of more than five weeks from the preceding year(s), the Director may elect to convert up to twenty (20) days of their annual vacation to an amount of cash equivalent, calculated on their regular earnings. The Director shall apply for such conversion option in accordance with City procedures, and such amount shall be paid in a manner determined by the City. For each year of their contract, the Finance Director shall earn an additional five (5) days of vacation that is payable at the termination of this contract, for a total accrual of five years of 25 days. This vacation allotment shall accrue and will not be eligible for use or payout except when the contract is paid out.

3. Sick Leave: If the Director leaves the position before the end of the contract period, the Director shall be entitled to payment in full (100%) of any earned but unused sick leave accumulated during each of the fully completed contract period(s). The Director shall be entitled to one-half (50%) of any earned but unused sick leave accumulated to the day the Director terminated City employment during the contract period. If the City terminates the Director's contract before the end of the contract period or the Director leaves the position at the end of the contract period or the Director retires and qualifies for WRS benefits, they shall be entitled to payment in full (100%) of any sick leave the Director would have earned through the end of that year.

4. The Director shall be eligible to participate at City expense in professional seminars, conferences, workshops, and related meetings consistent with the role as Director and in accordance with applicable Administrative Procedure Memoranda.

5. The Director shall be reimbursed for relevant professional association and/or licensure dues.

6. The Director shall be eligible for smart phone with data plan reimbursement up to seventy-five (75) dollars per month for City usage.

IV. TERM: RENEWAL OPPORTUNITY; NON-RENEWAL

A. This Agreement shall take effect on August 4, 2026 and shall expire on August 3, 2031, unless terminated sooner as provided herein. All salary and benefit changes shall apply August 2, 2026.

B. The Mayor, in their sole discretion, may offer renewal of this Agreement to the Director. The Mayor shall notify the Director of the intent to renew the Agreement at least ninety (90) calendar days before the expiration of this Agreement. Failure to so notify the Director shall extend the term of this Agreement by the time of the delay in actual notification (but in no event for more than ninety (90) days) without change in the Director's anniversary date, and shall not act as a full renewal of the Agreement. Renewal of the agreement and of its provisions shall be subject to the approval of the Common Council. In the event the Common Council does not renew this Agreement, this Agreement will remain in effect for ninety (90) days following the non-renewal action by the Common Council or five (5) years from the date of this Agreement, whichever is later.

C. The Mayor, in their sole discretion, may elect not to offer renewal of this Agreement to the Director. In such event, the Mayor shall notify the Director of the intent not to renew the contract at least ninety (90) calendar days before the expiration of this Agreement. Failure to so notify shall extend the term of this Agreement by the time of the delay in actual notification (but in no event for more than ninety (90) days) and shall not act as a renewal of the Agreement. At the expiration of the Agreement, the parties' rights, duties, responsibilities, and obligations shall end. However, the Director will, at the sole discretion of the Mayor, be eligible to take a voluntary demotion into any vacant or newly created position for which the Director is qualified.

D. In the event of non-renewal of this Agreement, under either this or Paragraph C above, the Mayor may, in their sole discretion, terminate this Agreement at any earlier date within ninety (90) days of the expiration of this Agreement, as determined by the Mayor. The early termination is to be accomplished by (a) notifying the Director of the date of early termination, and (b) committing to buy out the balance of this Agreement by paying the Director the balance due under this Agreement in a lump sum, including salary and leave benefits (vacation, floating holiday, paid leave, sick leave) earned or to be earned through the original term of this Agreement, together with payment of the City's share of any health insurance premiums or the provision for such payment through the original term of this Agreement. The buy-out may be for the full period left on this Agreement, or any portion of the final ninety (90) days thereof. If this Agreement is terminated early through the provisions of this buy-out clause, the Director's employment with the City ends as of the date of early termination.

V. PERSONNEL ACTIONS

The Director is subject to the Mayor's supervision and is, during the term of this Agreement, subject to the Mayor's authority to impose discipline on or to discharge the Director as is provided in Sec. 9 of the City of Madison Personnel Rules, or as may be renumbered or amended hereafter. The Director shall be entitled to the procedural appeal and provisions contained in such subsection or as may be provided other non-represented employees at the time of imposition of suspension or discharge.

VI. CITY OBLIGATIONS AND RIGHTS

The City shall provide staff, equipment, supplies, and space that it deems reasonable, in its sole discretion, for the conduct of the work of the Director. The City retains the sole right to determine the organizational structure and overall functioning of the Finance Department.

VII. REOPENING THE AGREEMENT

Either party may request that the Agreement be reopened for renegotiation if or when the Director's duties or responsibilities change significantly. A "significant" change in the Director's duties is defined as that degree of change in duties and responsibilities that would qualify a civil service position for reclassification pursuant to standard City personnel practices.

Factors which may be considered include the addition or deletion of duties, changes in Department services or the addition or deletion of programs. If there is no agreement, the original Agreement shall control and shall not be reopened. Agreement changes, if any, and any resulting reclassification of the position shall not be deemed the creation of a new position so as to require competition.

VIII. LIABILITY PROTECTION

The City shall defend and indemnify the Director against and for any and all demands, claims, suits, actions, and legal proceedings brought against them in their official capacity or personally for acts performed within the scope of their employment to the extent and only to the extent authorized by the Wisconsin Statutes in effect at the time of the act complained of and as may be provided by any City insurance coverage for employees at such time.

IX. STATEMENT OF ECONOMIC INTERESTS

Pursuant to Madison General Ordinance §3.35 (the Ethics Code), the Director shall file a Statement of Economic Interests with the City Clerk within fourteen (14) days of their appointment. Each person required to file a Statement of Economic Interests shall annually file with the Clerk an updated Statement no later than April 30 of each year.

X. DOCUMENTS AND MATERIALS PROPERTY OF THE CITY

All of the documents, materials, files, reports, data, and the like which the Director prepares or receives while this Agreement is in effect are the sole property of the City of Madison. The Director will not publish any such materials or use them for any research or publication without attribution to the City other than as work performed pursuant to the terms of this Agreement.

XI. APPEARANCE BEFORE ANY CITY ENTITY FOLLOWING SEPARATION FROM EMPLOYMENT

The Director shall be subject to the provisions of Madison General Ordinance §3.35 (the Ethics Code).

XII. TERMINATION OF AGREEMENT

A. The Director may elect to terminate this Agreement before the expiration of the contract period. If the Director provides less than forty-five (45) calendar days' notice in writing to the Mayor, the Director forfeits all rights to the cash equivalent of any of the benefits enumerated in Section III. B. of

the Agreement. If the Director provides forty-five (45) calendar days' notice, or greater, in writing to the Mayor, the benefits enumerated in Section III. B. of the Agreement will be paid according to the terms of the Director leaving during the contract period. These forfeiture provisions do not apply if the Director retires from this position and qualifies for benefits under the Wisconsin Retirement System.

B. The Director's discharge (as provided for in section 9 of the City of Madison Personnel Rules) during the term of this Agreement shall be deemed a breach of material provision of the Agreement. In the event of a discharge or other breach of a material provision of the Agreement by the Director, the Director shall forfeit all compensation and benefits from the date of notification of the breach by the City. This action shall not impact the receipt of benefits earned during the total period of employment. In the event of an alleged breach of a material provision of this Agreement by either party, the concerned party shall notify the other party in writing within thirty (30) working days, which shall be followed by a meeting of the parties to resolve the alleged breach. In the event the issue is not resolved, the Director or the City may pursue contract remedies.

C. The City retains the right, in its sole discretion, to abolish the position of Finance Director or to reorganize as it deems in the best interest of the City. In the event the City abolishes the position of Finance Director or reorganizes the Department to the extent that the position of Finance Director is no longer required, this Agreement shall terminate and all rights, duties and obligations of the parties shall mutually end without recourse ninety (90) calendar days after final approval of such abolishment of position or reorganization by the Common Council, except as provided in Madison General Ordinance §3.35 (the Ethics Code). In such case, all benefits provided in renewal or non-renewal of the agreement apply.

XIII. NO ASSIGNMENT OR SUBCONTRACT

The Director shall not assign or subcontract any interest or obligation under this Agreement.

XIV. AMENDMENT

This Agreement shall be amended only by written Addendum to Agreement of the parties approved and authorized for execution in the same fashion as this original Agreement.

XV. NO WAIVER

No failure to exercise and no delay in exercising any right, power, or remedy on either party's part shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power, or remedy preclude any other or further exercise thereof, or the exercise of any other right, power, or remedy.

XVI. ENTIRE AGREEMENT

No agreements, oral or written, express or implied, have been made by either party hereto, except as expressly provided herein. All prior agreements and negotiations are superseded hereby. This Agreement and any duly executed addenda or amendments thereto constitute the entire Agreement between the parties hereto.

XVII. SEVERABILITY

In the event any provisions of this Agreement are determined by any court of law to be unconstitutional, illegal, or unenforceable, it is the intention of the parties that all other provisions of this Agreement shall remain in full force and effect.

XVIII. GOVERNING INTENT AND LAW

This Agreement shall be interpreted in the first instance in accordance with the spirit and intent of the Substitute Report of the Human Resources Committee Report approved by the Common Council on August 2, 1988 and shall be controlled, construed and enforced in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the day and year contained herein.

EMPLOYEE:

_____
David Schmiedicke

CITY OF MADISON
A Wisconsin Municipal Corporation

Satya Rhodes-Conway, Mayor	Lydia McComas, City Clerk
APPROVED:	APPROVED AS TO FORM:
David Schmiedicke, Finance Director	Patricia Lauten, Deputy City Attorney

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94053

File ID:	94053	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/15/2026
File Name:	Submitting the appointment of Christine Knapp for confirmation of a five-year term as Water Utility General Manager.			**Final Action:**	

Title: Submitting the appointment of Christine Knapp for confirmation of a five-year term as Water Utility General Manager.

Notes: Contract attachment will be added ASAP when ready.

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	Knapp Final Contract Draft.pdf	**Enactment Number:**	
Author:	Erin Hillson, Director of Human Resources	**Hearing Date:**	
Entered by:	kklafka@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	07/15/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					
1	WATER UTILITY BOARD	07/28/2026	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE			Pass
	Action Text:	Motion by Witynski, seconded by Alder Vidaver, to RETURN TO LEAD WITH RECOMMENDATION FOR COMMON COUNCIL TO ADOPT submitting the appointment of Christine Knapp for confirmation of a 5-year term as Water Utility General Manager. Motion carried by voice vote/other.					

Text of Legislative File 94053

Fiscal Note

As stated in the Employment Agreement between the City of Madison and Christine Knapp, the Water Utility General Manager salary will be based on an annualized rate of $165,000. Funding for this position is available in Water Utility's 2026 Adopted Operating Budget.

Title

Submitting the appointment of Christine Knapp for confirmation of a five-year term as Water Utility General Manager.

Body

WHEREAS, the Mayor has appointed Christine Knapp to the position of Water Utility General Manager and has recommended to the Common Council that their appointment be confirmed; and,

WHEREAS, the parties have reached an accord on the terms and conditions of an Employment Agreement between the City and Christine Knapp;

NOW THEREFORE, be resolved that Christine Knapp's appointment to the position of Water Utility General Manager is hereby confirmed, and the Mayor and the City Clerk's Office are authorized to execute an Employment Agreement between the City and Christine Knapp.

EMPLOYMENT AGREEMENT BETWEEN
THE CITY OF MADISON
AND
CHRISTINE KNAPP

This Agreement made this August 4, 2026, by and between the City of Madison, a municipal corporation of Dane County, Wisconsin (hereafter, the "City") and Christine Knapp, a natural person (hereafter, the “General Manager” or “Employee”).

WITNESSETH;

WHEREAS, the City desires to hire the General Manager as an employee of the City of Madison to perform the services described herein on its sole behalf as the Water Utility General Manager, and

WHEREAS, the General Manager possesses the necessary knowledge, skill, abilities, and experience to perform such services and is willing to perform such services as the Water Utility General Manager, and

WHEREAS, the General Manager has been duly selected and has been confirmed for appointment to the position of Water Utility General Manager by the Common Council of the City of Madison on August 4, 2026, and

WHEREAS, the Common Council of the City has authorized the execution of the Agreement by Resolution No. RES_____.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and agreements contained in this document, the receipt and sufficiency of which is mutually acknowledged, the parties agree as follows:

I. WATER UTILITY GENERAL MANAGER HIRED

Christine Knapp is hired as a non-civil service employee of the City, holding the position of Water Utility General Manager pursuant to the terms, conditions, and provisions of this Agreement. The General Manager shall have and exercise full authority and discretion as a Department Head within the City's organizational structure and act as Appointing Authority for employees of the City of Madison Water Utility in accordance with all appropriate City Ordinances and Mayor's Administrative Procedure Memoranda.

II. FUNCTIONS, DUTIES AND RESPONSIBILITIES OF THE WATER UTILITY GENERAL MANAGER

A. General Responsibilities:

The General Manager leads the work of the Madison Water Utility, and is ultimately responsible for the financial, technical, maintenance and repair, operational, developmental, public relations, and administrative functions of the Utility. This is responsible administrative, managerial, and professional work in directing the overall operations of the City of Madison's Water Utility. This position reports to the Water Utility Board and the Mayor, and works as a member of the Public Works team. The work involves the exercise of independent judgment and discretion in carrying out responsibilities under broad policies established by the Water Utility Board, the City Common Council, the State Public Service Commission, and the Wisconsin Department of Natural Resources.

B. Examples of Duties and Responsibilities:

Ensure the provision of an adequate and safe water supply for domestic, industrial, and fire protection purposes. Plan for prolonged drought, energy shortages, urban development, environmental influences, or other occurrences which may disrupt/affect water supply or water needs. Monitor and oversee ground water quality, water treatment operations, and quality of the distribution system.

Oversee the activities and operations of the Madison Water Utility and its staff. Meet with Utility Management Team and staff to discuss operational and administrative issues. Monitor activities; review suggestions, ideas, and potential improvements in operations; and develop, initiate, and implement policy and operational improvements.

Develop and implement rules, regulations, and administrative policies for all units.

Hire, direct, monitor, and evaluate a diverse staff of employees, both directly and through subordinates. Function as appointing authority, approve payrolls, and perform other necessary supervisory functions. Deal with employee grievances directly or through subordinate staff. Ensure effective communication within the utility. Oversee consistent use of the City's employee check-in tool.

Oversee budget preparation and monitoring. Prepare and present budget recommendations to the Water Utility Board, the Mayor and the Common Council. Oversee the preparation of rate change requests and other related reports and requests to the Public Service Commission and the Wisconsin

Department of Natural Resources.

Lead efforts to make the Madison Water Utility and the City of Madison more sustainable and equitable. Maintain and improve water conservation and efficiency programs in the community. Support all staff to be familiar with and participate in the City's racial equity and social justice initiative.

Maintain a focus on excellent customer service. Develop and improve programs to support low-income households and reduce the impact of rate increases.

Represent the Water Utility to the public, including presenting at a variety of City and public meetings, communicating with residents and the media, and ensuring that the utility has a robust communications plan.

Coordinate water works services, maintenance functions and other activities with other City agencies, governmental units, utilities, and private sector users. Initiate and defend rate reform, alternative financing methods, customer education, and customer service programs and activities. Function as part of the Public Works Management Team and collaborate with City agencies as appropriate.

Be familiar with national best practices of water utilities and how utilities are implementing a "one water" approach. Maintain awareness of advances in the technological and administrative activities of other utilities, especially water utilities. Encourage staff to maintain professional and technical expertise and skills.

Demonstrate a commitment to the City's racial equity and social justice initiatives (RESJI). Participate in and help lead city-wide and agency efforts toward implementing RESJI principles.

Instill a culture of continuous learning and a commitment to ongoing initiatives involving performance excellence systems.

Demonstrate and promote organizational values, in everyday work, to further the mission and vision of the City of Madison.

Ability to demonstrate and promote organizational values, in everyday work, to further the mission and vision of the City of Madison.

Perform related work as required.

C. The General Manager agrees to perform such functions and duties at a professional level of competence and efficiency. The General Manager shall abide by all requirements of the laws of the State of Wisconsin, and of the ordinances, resolutions, regulations, rules, and practices of the City which exist at the time of execution of this Agreement or which may, hereafter, be enacted or amended by the State of Wisconsin or the City in the exercise of their lawful authority. In the event a provision of this Agreement conflicts with any City ordinance, resolution, regulation, rule, or policy, the provision of the Agreement shall control, except that nothing herein shall be interpreted as modifying the obligations or terms Madison General Ordinance §3.35 (the Ethics Code).

D. The General Manager shall devote full time to the duties and responsibilities provided herein and shall engage in no pursuit that interferes with them. The Mayor, however, may approve the General Manager's reasonable time away from the regular duties and responsibilities provided such time is approved in advance and taken as vacation leave or absence without pay. Further, the Mayor may authorize other limited outside professional activities on City time provided that they are determined to be of benefit to the City and the General Manager is not compensated for such activities. Nothing herein limits the General Manager from performing outside services for compensation provided such outside services have been approved by the Mayor, are not done on City time, and otherwise comply with City ordinances and rules.

E. The standard City workweek is 38.75 hours. However, the General Manager shall have reasonable flexibility from this standard to accommodate additional time expended outside regular working hours required by attendance at meetings and the like. Such flexibility is not intended to provide or be used as additional vacation or other paid leave.

F. The General Manager shall have no right to make contracts or commitments for or on behalf of the City except as preauthorized by statute, ordinance, or express written consent of the City.

G. The General Manager shall establish residence in the City of Madison within 18 months from appointment, and will continue to reside within the City of Madison for the duration of this contract. As a condition of accepting this contract, the General Manager agrees to waive any right to challenge this residency requirement, by court action or otherwise. The general manager is entitled to up to $12,000 in relocation reimbursement in accordance with City policy.

III. COMPENSATION AND BENEFITS

A. The General Manager's salary shall be based on an annualized rate of $165,000 and shall be paid in approximately equal biweekly payments according to regular City payroll practices. Annual salary adjustments during the term of this agreement may be made at the Mayor's discretion, subject to approval of the Common Council, as provided in the City's established managerial pay plan. The General Manager shall not be entitled to receive any additional overtime compensation, compensatory time off, or bonuses.

B. The General Manager shall, in addition to the compensation provided in Paragraph A above, and except as otherwise set forth in the Agreement, be entitled to the following benefits:

1. The General Manager shall receive the same benefits as all other non-represented professional employees in Compensation Group 18 as may be provided and/or modified by the Madison General Ordinances, Resolution of the Common Council, Administrative Procedure Memoranda, or other official City action throughout the duration of this agreement subject to paragraph II above.

2. The General Manager shall be entitled to twenty-five (25) days of vacation in each year of this Agreement. Credited but unused vacation in excess of ten (10) days may be carried forward to the succeeding year with the approval of the Human Resources Director. Except as otherwise provided, the General Manager shall be paid in full for credited but unused vacation existing at the expiration of this Agreement or upon the General Manager's retirement, when qualified for receipt of Wisconsin Retirement System (WRS) benefits. The General Manager may elect to convert up to twenty (20) days of their annual vacation to an amount of cash equivalent, calculated on their regular earnings. The General Manager shall apply for such conversion option in accordance with City procedures, and such amount shall be paid in a manner determined by the City.

3. Sick Leave: If the General Manager leaves the position before the end of the contract period, the General Manager shall be entitled to payment in full (100%) of any earned but unused sick leave accumulated during each of the fully completed contract period(s). The General Manager shall be entitled to one-half (50%) of any earned but unused sick leave accumulated to the day the General

Manager terminated City employment during the contract period. If the City terminates the General Manager's contract before the end of the contract period or the General Manager leaves the position at the end of the contract period or the General Manager retires and qualifies for WRS benefits, they shall be entitled to payment in full (100%) of any sick leave the General Manager would have earned through the end of that year.

4. The General Manager shall be eligible to participate at City expense in professional seminars, conferences, workshops, and related meetings consistent with the role as General Manager and in accordance with applicable Administrative Procedure Memoranda.

5. The General Manager shall be reimbursed for relevant professional association and/or licensure dues.

6. The General Manager shall be eligible for smart phone with data plan reimbursement up to seventy-five (75) dollars per month for City usage.

IV. TERM: RENEWAL OPPORTUNITY; NON-RENEWAL

A. This Agreement shall take effect on August 4, 2026, and shall expire on August 3, 2031, unless terminated sooner as provided herein. All salary and benefit changes shall apply August 30, 2026.

B. The Mayor, in their sole discretion, may offer renewal of this Agreement to the General Manager. The Mayor shall notify the General Manager of the intent to renew the Agreement at least ninety (90) calendar days before the expiration of this Agreement. Failure to so notify the General Manager shall extend the term of this Agreement by the time of the delay in actual notification (but in no event for more than ninety (90) days) without change in the General Manager's anniversary date, and shall not act as a full renewal of the Agreement. Renewal of the agreement and of its provisions shall be subject to the approval of the Common Council. In the event the Common Council does not renew this Agreement, this Agreement will remain in effect for ninety (90) days following the non-renewal action by the Common Council or five (5) years from the date of this Agreement, whichever is later.

C. The Mayor, in their sole discretion, may elect not to offer renewal of this Agreement to the General Manager. In such event, the Mayor shall notify the General Manager of the intent not to renew the contract at least ninety

(90) calendar days before the expiration of this Agreement. Failure to so notify shall extend the term of this Agreement by the time of the delay in actual notification (but in no event for more than ninety (90) days) and shall not act as a renewal of the Agreement. At the expiration of the Agreement, the parties' rights, duties, responsibilities, and obligations shall end. However, the General Manager will, at the sole discretion of the Mayor, be eligible to take a voluntary demotion into any vacant or newly created position for which the General Manager is qualified.

D. In the event of non-renewal of this Agreement, under either this or Paragraph C above, the Mayor may, in their sole discretion, terminate this Agreement at any earlier date within ninety (90) days of the expiration of this Agreement, as determined by the Mayor. The early termination is to be accomplished by (a) notifying the General Manager of the date of early termination, and (b) committing to buy out the balance of this Agreement by paying the General Manager the balance due under this Agreement in a lump sum, including salary and leave benefits (vacation, floating holiday, paid leave, sick leave) earned or to be earned through the original term of this Agreement, together with payment of the City's share of any health insurance premiums or the provision for such payment through the original term of this Agreement. The buy-out may be for the full period left on this Agreement, or any portion of the final ninety (90) days thereof. If this Agreement is terminated early through the provisions of this buy-out clause, the General Manager's employment with the City ends as of the date of early termination.

V. PERSONNEL ACTIONS

For a period of twelve (12) months from the effective date of this Agreement, the General Manager shall serve a probationary period. During the probationary period, the General Manager serves at the pleasure of the Mayor and Director of Public Works and may be removed at will by the Mayor. The Mayor will give the General Manager four (4) weeks' notice of removal. Following the probationary period, and for any renewal of this Agreement, the General Manager be removed as otherwise provided herein.

The General Manager is subject to the Mayor and Director of Public Works' supervision and is, during the term of this Agreement, subject to the Mayor and Director of Public Works' authority to impose discipline on or to discharge the General Manager as is provided in Sec. 9 of the City of Madison Personnel Rules, or as may be renumbered or amended hereafter. The General Manager shall be entitled to the procedural appeal and provisions contained in such subsection or as may be provided other non-represented employees at the time of imposition of

suspension or discharge.

VI. CITY OBLIGATIONS AND RIGHTS

The City shall provide staff, equipment, supplies, and space that it deems reasonable, in its sole discretion, for the conduct of the work of the General Manager. The City retains the sole right to determine the organizational structure and overall functioning of the City of Madison Water Utility.

VII. REOPENING THE AGREEMENT

Either party may request that the Agreement be reopened for renegotiation if or when the General Manager's duties or responsibilities change significantly. A "significant" change in the General Manager's duties is defined as that degree of change in duties and responsibilities that would qualify a civil service position for reclassification pursuant to standard City personnel practices.

Factors which may be considered include the addition or deletion of duties, changes in Department services or the addition or deletion of programs. If there is no agreement, the original Agreement shall control and shall not be reopened. Agreement changes, if any, and any resulting reclassification of the position shall not be deemed the creation of a new position so as to require competition.

VIII. LIABILITY PROTECTION

The City shall defend and indemnify the General Manager against and for any and all demands, claims, suits, actions, and legal proceedings brought against them in their official capacity or personally for acts performed within the scope of their employment to the extent and only to the extent authorized by the Wisconsin Statutes in effect at the time of the act complained of and as may be provided by any City insurance coverage for employees at such time.

IX. STATEMENT OF ECONOMIC INTERESTS

Pursuant to Madison General Ordinance §3.35 (the Ethics Code), the General Manager shall file a Statement of Economic Interests with the City Clerk within 14 days of their appointment. Each person required to file a Statement of Economic Interests shall annually file with the Clerk an updated Statement no later than April 30 of each year.

X. DOCUMENTS AND MATERIALS PROPERTY OF THE CITY

All of the documents, materials, files, reports, data, and the like which the General

Manager prepares or receives while this Agreement is in effect are the sole property of the City of Madison. The General Manager will not publish any such materials or use them for any research or publication without attribution to the City other than as work performed pursuant to the terms of this Agreement.

XI. APPEARANCE BEFORE ANY CITY ENTITY FOLLOWING SEPARATION FROM EMPLOYMENT

The General Manager shall be subject to the provisions of Madison General Ordinance §3.35 (the Ethics Code).

XII. TERMINATION OF AGREEMENT

A. The General Manager may elect to terminate this Agreement before the expiration of the contract period. If the General Manager provides less than forty-five (45) calendar days' notice in writing to the Mayor, the General Manager forfeits all rights to the cash equivalent of any of the benefits enumerated in Section III. B. of the Agreement. If the General Manager provides forty-five (45) calendar days' notice, or greater, in writing to the Mayor, the benefits enumerated in Section III. B. of the Agreement will be paid according to the terms of the General Manager leaving during the contract period. These forfeiture provisions do not apply if the General Manager retires from this position and qualifies for benefits under the Wisconsin Retirement System.

B. The General Manager's discharge (as provided for in section 9 of the City of Madison Personnel Rules) during the term of this Agreement shall be deemed a breach of material provision of the Agreement. In the event of a discharge or other breach of a material provision of the Agreement by the General Manager, the General Manager shall forfeit all compensation and benefits from the date of notification of the breach by the City. This action shall not impact the receipt of benefits earned during the total period of employment. In the event of an alleged breach of a material provision of this Agreement by either party, the concerned party shall notify the other party in writing within thirty (30) working days, which shall be followed by a meeting of the parties to resolve the alleged breach. In the event the issue is not resolved, the General Manager or the City may pursue contract remedies.

C. The City retains the right, in its sole discretion, to abolish the position of Water Utility General Manager or to reorganize as it deems in the best interest of the City. In the event the City abolishes the position of Water Utility General Manager or reorganizes the Department to the extent that

the position of Water Utility General Manager is no longer required, this Agreement shall terminate and all rights, duties and obligations of the parties shall mutually end without recourse ninety (90) calendar days after final approval of such abolishment of position or reorganization by the Common Council, except as provided in Madison General Ordinance §3.35 (the Ethics Code). In such case, all benefits provided in renewal or non-renewal of the agreement apply.

XIII. NO ASSIGNMENT OR SUBCONTRACT

The General Manager shall not assign or subcontract any interest or obligation under this Agreement.

XIV. AMENDMENT

This Agreement shall be amended only by written Addendum to Agreement of the parties approved and authorized for execution in the same fashion as this original Agreement.

XV. NO WAIVER

No failure to exercise and no delay in exercising any right, power or remedy on either party's part shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof, or the exercise of any other right, power, or remedy.

XVI. ENTIRE AGREEMENT

No agreements, oral or written, express or implied, have been made by either party hereto, except as expressly provided herein. All prior agreements and negotiations are superseded hereby. This Agreement and any duly executed addenda or amendments thereto constitute the entire Agreement between the parties hereto.

XVII. SEVERABILITY

In the event any provisions of this Agreement are determined by any court of law to be unconstitutional, illegal, or unenforceable, it is the intention of the parties that all other provisions of this Agreement shall remain in full force and effect.

XVIII. GOVERNING INTENT AND LAW

This Agreement shall be interpreted in the first instance in accordance with the

spirit and intent of the Substitute Report of the Human Resources Committee Report approved by the Common Council on August 2, 1988 and shall be controlled, construed and enforced in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the day and year contained herein.

EMPLOYEE:

_____
Christine Knapp

CITY OF MADISON
A Wisconsin Municipal Corporation

_____
Satya Rhodes-Conway, Mayor

_____
Lydia McComas, City Clerk

APPROVED:

_____
David Schmiedicke, Finance Director

APPROVED AS TO FORM:

_____
Patricia Lauten, Deputy City Attorney

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94054

File ID:	94054	**File Type:**	Appointment	**Status:**	Unfinished Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/15/2026
File Name:	8-4-2026 Resident committee appointments			**Final Action:**	

Title: Report of the Mayor submitting resident committee appointments (introduction 7-21-2026; action 8-4-2026).

Notes:

Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Satya Rhodes-Conway	**Hearing Date:**	
Entered by:	ldcosta@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	07/15/2026	Referred for Introduction				
	Action Text:	This Appointment was Referred for Introduction					
	Notes:	Confirm 8/4/26					
1	COMMON COUNCIL	07/21/2026	Refer to a future Meeting to Confirm	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to a future Meeting to Confirm to the COMMON COUNCIL. The motion passed by voice vote/other.					

Text of Legislative File 94054

Title

Report of the Mayor submitting resident committee appointments (introduction 7-21-2026; action 8-4-2026).

Body

I hereby submit, for your consideration and approval, the following resident committee appointments.

DISABILITY RIGHTS COMMISSION

MELISSA A. MADOLE (15th A.D.) - reappoint to of a three-year term to the position of Adult City Resident. First appointed 1-18-2022.
TERM EXPIRES: 4-30-2029

NICKI K. VANDER MEULEN (4th A.D.) - reappoint to a three-year term to the position of Adult City Resident. First appointed 1-18-2022.
TERM EXPIRES: 4-30-2029

KRISTEN E. LUPPINO WITZLING (12th A.D.) - reappoint to the position of Adult City Resident. First appointed 4-10-2018.
TERM EXPIRES: 4-30-2029

KATHLEEN M. CALLEN (15th A.D.) - reappoint to a three-year term to the position of Adult City Resident. First appointed 4-16-2024.
TERM EXPIRES: 4-30-2029

MADISON PUBLIC LIBRARY BOARD

SALUD GARCIA (18th A.D.) - reappoint to a three-year term to the position of Adult City Resident. First appointed 11-7-2023.
TERM EXPIRES: 6-30-2029

GENEVIEVE CARTER (3rd A.D.) - reappoint to a three-year term to the position of Adult City Resident. First appointed 11-7-2023.
TERM EXPIRES: 6-30-2029

Respectfully submitted,

Satya Rhodes-Conway
Mayor

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94185

File ID:	94185	**File Type:**	Appointment	**Status:**	Mayoral Business
Version:	1	**Reference:**		**Controlling Body:**	Mayor's Office
				File Created Date :	07/28/2026
File Name:	9-8-2026 Resident committee appointments			**Final Action:**	

Title: Report of the Mayor submitting resident committee appointments (introduction 8-4-2026; action 9-8-2026).

Notes:

Sponsors:

Attachments:

Author: Satya Rhodes-Conway

Entered by: ldcosta@cityofmadison.com

Effective Date:

Enactment Number:

Hearing Date:

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	07/28/2026	Referred for Introduction				
	Action Text:	This Appointment was Referred for Introduction					
	Notes:	Confirm 9/8/26					

Text of Legislative File 94185

Title

Report of the Mayor submitting resident committee appointments (introduction 8-4-2026; action 9-8-2026).

Body

I hereby submit, for your consideration and approval, the following resident committee appointments.

***2/3 vote required for confirmation of non-city residents.**

Pursuant to Sec. 3.30(2) of the Madison General Ordinances, "…provision shall not apply to a member of or candidate for appointment to a City of Madison board, committee or commission where, in the judgment of the Mayor and two-thirds (⅔) of the Common Council, the best interests of the City will be served by the appointment of a non-resident member who is particularly well qualified by reasons of education, background, and experience with Madison business concerns or other Madison-based employers and the Mayor specifies fully to the

Common Council the reasons why he or she is recommending such appointment."

AFFIRMATIVE ACTION COMMISSION

PAMELA GU (14th A.D.) - appoint to a three-year term to the position of Adult City Resident succeeding Melissa Herriges. Pamela Gu is an assistant professor of management and human resources at the University of Wisconsin-Whitewater, College of Business & Economics. Her research focuses on diversity & discrimination and she serves on the University's Inclusivity & Belonging Committee.
TERM EXPIRES: 4-17-2029

COMMITTEE ON EMPLOYEE RELATIONS

MARCI A. KURTZ (9th A.D.) - appoint to the remainder of a three-year term to the position of Resident Member succeeding Bethany Ordaz. Marci Kurtz served as an assistant city attorney for the City of Madison for 26 years and was active with the Attorney Association.
TERM EXPIRES: 4-17-2029

JOINT CAMPUS AREA COMMITTEE

Plan Commission recommendation:
PATRICK HECK (6th A.D.) - reappoint to the position of Plan Commission Member. First appointed 9-16-2025.
TERM EXPIRES WITH TERM ON PLAN COMMISSION: 4-30-2029

ROOM TAX COMMISSION

C.J. RAYMOND (13th A.D.) - reappoint to a one-year term to the position of Hotel/Motel Industry Representative. First appointed 1-14-2025.
TERM EXPIRES: 7-5-2027

*SALLY MILEY, Middleton - reappoint to a one-year term to the position of Adult City Resident. First appointed 7-5-2016.
TERM EXPIRES: 7-5-2027

Rationale: Sally Miley has been a member of this body since its inception in 2016 and previously served as chair. A former alder and deputy mayor, she brings with her a wealth of knowledge and experience. Her finance education and city government experience, as well as her leadership skills, make her a valuable member of this commission.

GLENN KRIEG (19th A.D.) - reappoint to a one-year term to the position of Adult City Resident. First appointed 7-5-2016.
TERM EXPIRES: 7-5-2027

SYLVIA MOSS (16th A.D.) - reappoint to a one-year term to the position of Adult City Resident. First appointed 7-5-2016.
TERM EXPIRES: 7-5-2027

TRANSPORTATION COMMISSION

ANN E. KOVICH (14th A.D.) - reappoint to a three-year term to the position of Resident Member. First appointed 6-20-2023.
TERM EXPIRES: 6-30-2029

ROBBIE WEBBER (5th A.D.) - reappoint to a three-year term to the position of Resident Member. First appointed 6-20-2023.
TERM EXPIRES: 6-30-2029

DENISE N. JESS (6th A.D.) - reappoint to a three-year term to the position of Resident Member. First appointed 6-20-2023.
TERM EXPIRES: 6-30-2029

URBAN DESIGN COMMISSION

JESSICA KLEHR (5th A.D.) - reappoint to a three-year term to the position of Registered Architect. First appointed 10-16-2018.
TERM EXPIRES: 6-30-2029

Respectfully submitted,

Satya Rhodes-Conway
Mayor

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89029

File ID:	89029	**File Type:**	Report	**Status:**	Presidential Business
Version:	1	**Reference:**		**Controlling Body:**	Council Office
				File Created Date :	07/08/2025
File Name:	Confirming the Madison Common Council meeting formats through December 8, 2026			**Final Action:**	

Title: Confirming the Madison Common Council meeting formats through December 8, 2026:
9/8/26 - Hybrid (Virtual & CCB 201)
9/22/26 - Hybrid (Virtual & CCB 201)
10/6/26 - Hybrid (Virtual & CCB 201)
10/20/26 - Hybrid (Virtual & CCB 201)
11/10/26 (Budget) - Hybrid (Virtual & CCB 201)
11/11/26 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/12/16 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/24/26 - **Virtual**
12/8/26 - Hybrid (Virtual & CCB 201)

Notes:

Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	lwindsor-engnell@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/08/2025	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER				

Action Text: This Report was RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Text of Legislative File 89029

Title
Confirming the Madison Common Council meeting formats through December 8, 2026:
9/8/26 - Hybrid (Virtual & CCB 201)
9/22/26 - Hybrid (Virtual & CCB 201)
10/6/26 - Hybrid (Virtual & CCB 201)

10/20/26 - Hybrid (Virtual & CCB 201)
11/10/26 (Budget) - Hybrid (Virtual & CCB 201)
11/11/26 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/12/16 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/24/26 - **Virtual**
12/8/26 - Hybrid (Virtual & CCB 201)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92962

File ID: 92962 **File Type:** License **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** ALCOHOL LICENSE REVIEW COMMITTEE

File Created Date : 04/30/2026

File Name: **Final Action:**

Title: Change of Agent
K Street LLC • dba Madison's • 119 King St
New Agent: Andrea Patino
Class B Combination Liquor & Beer
(District 4)

Notes:

Sponsors: **Effective Date:**

Attachments: 57723-51460 Agent Change App (2).pdf **Enactment Number:**

Author: **Hearing Date:**

Entered by: jverbick@cityofmadison.com **Published Date:**

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	05/20/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Klemons, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Glenn, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other. One registration in support.					

Text of Legislative File 92962

Title
Change of Agent

K Street LLC • dba Madison's • 119 King St
New Agent: Andrea Patino
Class B Combination Liquor & Beer
(District 4)

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

211

(Agenda Item Number) –if change-

(Legistar file number) –if change-

57723-51460
(License number)

(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Andrea Patino, officer/member for K Street LLC (Corp/LLC), doing business as Madison's, authorize and appoint Andrea Patino (Name) as the liquor/beer agent for the premise located at Madison's & Good News.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate officer/member, 4/10/26 (Date)

To be completed by appointed Liquor/Beer Agent

I, Andrea Patino, appointed liquor/beer agent for K Street LLC (Corp/LLC), being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 0 %.

☑ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate Agent, 04/9/26 (Date)

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92995

File ID:	92995	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	05/04/2026
File Name:				**Final Action:**	

Title: Business Name Change
K Street LLC • Current dba: Madison's
119 King St
Class B Combination Liquor & Beer
(District 4)
New dba: Madison's and Good News Cafe & Ice Cream

Notes:

Sponsors:		**Effective Date:**	
Attachments:	57723-51460 Change of dba.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	05/20/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Klemons, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	06/17/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Harrington, seconded by Figueroa Cole, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other. One registration in support.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Glenn, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 92995

Title

Business Name Change
K Street LLC • Current dba: Madison's
119 King St
Class B Combination Liquor & Beer
(District 4)
New dba: Madison's and Good News Cafe & Ice Cream

Change of dba Name

Fee: $25.00

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

57723-51460
(License number)

4 verveer
(Alder District # and Name)

Office Use Only

Class A: ☒ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor,
☐ Class C Wine

Licensed Premises Information

This application modifies existing alcohol license number: 57723-51460

Current Business dba Name: Madison's

Licensed Address: 119 King St.

Liquor/Beer Agent Name: Andrea Patino Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): K Street LLC

Business Mailing Address: 119 King St.

Business Contact Name, Position: Henry Gibson, GM

Business Phone: (608) 229-0900 Business Email: madisonsonKing@gmail.com

New dba Name: Madison's and Good News Cafe & ice cream

_____, 4/9/2026
Authorized Signature *Date*

RECEIVED
APR 09 2026
MADISON CITY CLERK

☐ Form submitted by mail/e-mail
Office Use Only

REV 8/2018

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92997

File ID: 92997 **File Type:** License **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** ALCOHOL LICENSE REVIEW COMMITTEE

File Created Date : 05/04/2026

File Name: **Final Action:**

Title: Change of Licensed Premises
K Street LLC • dba Madison's
Current Capacity (in/out): 200/40 • Proposed Capacity (in/out): 240/40
119 King St • Agent: Andrea Patino
Class B Combination Liquor & Beer • 60% alcohol, 40% food
Police Sector 405 (District 4)
Request to add adjacent address 117 King St, a 100 sq ft ice cream shop to the licensed premises.

Notes:

Sponsors: **Effective Date:**

Attachments: LICPCH-2026-00064 App (2).pdf **Enactment Number:**

Author: **Hearing Date:**

Entered by: jverbick@cityofmadison.com **Published Date:**

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	05/20/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Klemons, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other. One registration in opposition.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	06/17/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Harrington, seconded by Figueroa Cole, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER	Pass

Action Text: A motion was made by Glenn, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 92997

Title

Change of Licensed Premises
K Street LLC • dba Madison's
Current Capacity (in/out): 200/40 • Proposed Capacity (in/out): 240/40
119 King St • Agent: Andrea Patino
Class B Combination Liquor & Beer • 60% alcohol, 40% food
Police Sector 405 (District 4)
Request to add adjacent address 117 King St, a 100 sq ft ice cream shop to the licensed premises.

RECEIVED
APR 09 2026
MADISON CITY CLERK

Change of Premises

Fee: $25.00

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICPCH-2026-00064
(License number)

4 (Alder District #) 405 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

Licensed Premises Information

This application modifies existing alcohol license number: 57723-51460 ~~LICOPR-2025-01022~~

Business dba Name: ~~Good News Ice Cream & cafe~~ Madison's

Licensed Address: 119 King St. Madison, WI 53703

Liquor/Beer Agent Name: Andrea M. Patino

60 % Alcohol, 40 % Food, ____ % Other Alder, District #: 4 Police Sector: central district

Corporate Information

Business Legal Name (as on WI State Sellers Permit): K Street LLC

Business Mailing Address: 119 King St. Madison, WI 53703

Business Contact Name, Position: Henry Gibson, manager

Business Phone: (608) 298-7160 Business Email: goodnewsicecream@gmail.com

Current Capacity (indoor): 200 **Current Capacity (outdoor):** 40

Proposed Capacity (indoor): ~~200~~ 240 **Proposed Capacity (outdoor):** 40

If your capacity is increasing, contact Building Inspection: (608) 266-4551, binspection@cityofmadison.com

Description of Proposed Changes: 117 King St. (Good New Ice Cream) needs to be added onto the 119 King St. (Madison's Bar) Liquor License. We are the same business under K Street LLC. Approximately 100 sqft. added with ice cream shop

☑ Detailed Floor Plans included (required)

Authorized Signature , 1/27/2026 *Date*

☑ Orange sign and business card issued
☑ "License Renewals & Changes" brochure with next steps issued
Office Use Only gc

REV 09/2018

Alcohol Storage
In Basement

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93360

File ID:	93360	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	05/27/2026
File Name:				**Final Action:**	

Title: Change of Licensed Premises
Madison Local Motive LLC • dba Local Motive
Current Capacity (in/out): 49/0 • Proposed Capacity (in/out): 80/20
646 W Washington Ave #5 • Agent: Rm Snihur
Class B Combination Liquor & Beer • 40% alcohol, 10% food, 50% other
Police Sector 404 (District 4)
Request to expand from train car #5 to include car #4 with same dimensions (approx 900 sq ft) & accessible bathroom. Private outdoor train platform area beside car #4 (approx 400 sq ft), fenced off from adjacent private parking lot.

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICPCH-2026-00326 Change of Premises App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	06/17/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Glenn, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other. Two registrations in support.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 93360

Title

Change of Licensed Premises
Madison Local Motive LLC • dba Local Motive
Current Capacity (in/out): 49/0 • Proposed Capacity (in/out): 80/20
646 W Washington Ave #5 • Agent: Rm Snihur
Class B Combination Liquor & Beer • 40% alcohol, 10% food, 50% other
Police Sector 404 (District 4)
Request to expand from train car #5 to include car #4 with same dimensions (approx 900 sq ft) & accessible bathroom. Private outdoor train platform area beside car #4 (approx 400 sq ft), fenced off from adjacent private parking lot.

Change of Premises

Fee: $25.00

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number) LICPCH-2026-00326

(License number) LICLIB-2020-00647

4 (Alder District #) 404 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☒ Liquor,
☐ Class C Wine

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2020-00647

Business dba Name: Local Motive

Licensed Address: 646 W Washington Ave #5, Madison WI 53703

Liquor/Beer Agent Name: Rm Snihur

40 % Alcohol, 10 % Food, 50 % Other Alder, District #: Verveer, 4 Police Sector: 404

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Madison Local Motive LLC

Business Mailing Address: same

Business Contact Name, Position: B Shubat, Owner

Business Phone: 608.960.8446 Business Email: madison.localmotive@gmail.com

Current Capacity (indoor): 49 **Current Capacity (outdoor):** _____

Proposed Capacity (indoor): 80 **Proposed Capacity (outdoor):** 20

If your capacity is increasing, contact Building Inspection: (608) 266-4551, binspection@cityofmadison.com

Change is: ☒ Permanent ☐ Temporary (from _____ *Date* until _____ *Date*)

Is this change related to a Roadway Café Expansion License/Roadway Permit: ☐ **Yes** or ☐ **No**

Description of Changes (include approximate measurements, and fencing, if necessary):

Expand from train car #5 to include car #4 with same dimensions (approx 900 sq ft) & accessible bathroom.

Private outdoor train platform area beside car #4 (approx 400 sq ft), fenced off from adjacent private parking lot.

☒ Detailed Floor Plans included (required)

Authorized Signature , 5/15/2026 *Date*

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only

REV 05/2022

Sheet
P.2 OUTDOOR PATIO
PLAN for 646 N. WASHINGTON

EXIST ADA COMPLIANT LIFT
DEMO PORTION OF WALL TO PROVIDE 18" ADA CLEARANCE @ ENTRY/EXIT DOOR
18" CLR.
68 BAR
EXIST BAR
EXIST RESTROOM
CAPACITY
SEATING 31
STANDING 9
MAX - 40
CAPACITY
SEATING
STANDING
MAX - 40
CAFE #1
3/16" = 1'-0"
REMOVE CLOSET
NEW ADA COMPLIANT RESTROOM
EXIST STAIR REMAINING
9 TIG BURNER
STORAGE
EXIT PLACEMENT AND NEW METAL STAIR
EXIT

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93362

File ID: 93362 **File Type:** License **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** ALCOHOL LICENSE REVIEW COMMITTEE

File Created Date : 05/27/2026

File Name: **Final Action:**

Title: 21+ Entertainment License
Madison Local Motive LLC • dba Local Motive
Capacity (in/out): 49/0
646 W Washington Ave #5 • Agent: Rm Snihur
Class B Combination Liquor & Beer • 40% alcohol, 10% food, 50% other
Police Sector 404 (District 4)

Notes:

Sponsors: **Effective Date:**

Attachments: LICENT-2026-00327 2026 Entertainment license_Redacted.pdf **Enactment Number:**

Author: **Hearing Date:**

Entered by: jverbick@cityofmadison.com **Published Date:**

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	06/17/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Glenn, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other. Two registrations in support.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Verveer, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other. One registration in support.					

Text of Legislative File 93362

Title
21+ Entertainment License
Madison Local Motive LLC • dba Local Motive
Capacity (in/out): 49/0
646 W Washington Ave #5 • Agent: Rm Snihur
Class B Combination Liquor & Beer • 40% alcohol, 10% food, 50% other
Police Sector 404 (District 4)

Entertainment License

Permanent

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICENT- 2026-00327
(License number)

4 (Alder District #)

404 (Police Sector)

Office Use Only

~~Class A: ☐ Beer, ☐ Liquor, ☐ Cider~~

Class B: ☐ Beer, ☒ Liquor,
☐ Class C Wine

Type of entertainment license: ☒ Entertainment License (21+) ☐ Visual & Performing Arts License (18+)

Licensed Premises Information

This application modifies existing alcohol license number (if applicable): LICLIB-2020-00647 (Class B license only)

Business dba Name: Local Motive

Licensed Address: 646 W Washington Ave, Madison WI 53703

Premise Capacity: 49 Indoor 0 Outdoor Liquor/Beer Agent Name: RM Snihur

40 % Alcohol, 10 % Food, 50 % Other Alder, District #: Verveer, 4 Police Sector: 404

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Madison Local Motive LLC

Business Mailing Address: 646 W Wahington Ave, Madison WI 53703

Business Contact Name, Position: B Shubat, Owner

Business Phone: 608.960.8446 Business Email: madison.localmotive@gmail.com

Corporate Officers, Partners, or Sole Proprietor's information:

Name	Address	Title
B Shubat	[redacted] McFarland WI 53558	Owner

Will entertainment or any amplified sound be outdoors? ☒ No ☐ Yes
If yes, contact Zoning (zoning@cityofmadison.com, 608-266-4551) for necessary approvals.

I certify that this information is true and correct to the best of my knowledge.

X [signature] (Signature) 5/13/2026 (Date)

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only

REV 09/2025

Entertainment and Security Information

Live entertainment includes (check all that apply): ☒ Live Music ☒ Disc Jockey ☒ Designated Dance Floor
Live entertainment does not include non-amplified or acoustic music performed by a single artist, or performances where an uncompensated patron sings along with a machine that plays pre-recorded music, commonly known as karaoke.

Type of live entertainment to be offered: Live Music, DJ, Designated Dance Floor

Number of security personnel and how they will be utilized:
At least 2 Local Motive personnel, with one at entrance

Description of clothing to identify security personnel:
LM personnel are typically identified by standard clothing such as black shirts and outfits.

Plan to handle control and clearance of the parking lot during hours of operation and at closing time:
Parking lot should be clear at opening and increasingly by closing. Lot will be monitored by LM personnel during event and no loitering after.

How will the entrance line be managed and controlled: Entrance lines are managed by dedicated staff tasked with controlling crowd flow to prevent disturbances. These include monitoring for intoxicated patrons, managing capacity, and ensuring public right-of-ways are not blocked

Plan for unruly patrons, intoxicated patrons, and physical disturbances:
This behaviour is not tolerated, and such patrons will be asked to leave.

Underage drinking and fake ID plan:
No underage people will be served and LM personnel will review fake ID strategies, such as asking for a second ID, and reminding customers of the law.

Plan to control and supervise patrons under twenty-one (21) years of age:
Staff will monitor the premises to prevent underage drinking or adults passing drinks to minors. Staff screen patrons for age at the door and provide color coded wristbands for age identification.

How will orderly appearance and operation of the premises be maintained in regard to litter and noise:
Litter is controlled by using trash bins around the premises. Music will be contained indoors only, unless otherwise approved. Staff clean up any errant debris outside the immediate premises.

Management Personnel

Name	Date of Birth	Name	Date of Birth
B Shubat	[redacted]		

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93628

File ID:	93628	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/16/2026
File Name:				**Final Action:**	

Title: Operator License Application
Joshua Drabek - Establishment where employed: Festival Foods

Notes:

Sponsors:		**Effective Date:**	
Attachments:	DRABEK APP_Redacted.pdf, jd face sheet_Redacted.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	06/24/2026	Refer	ALCOHOL LICENSE REVIEW COMMITTEE		07/15/2026	Pass
	Action Text:	A motion was made by Verveer, seconded by Klemons, to Refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other. Appearance by Joshua Drabek. One additional registration in support.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO PLACE ON FILE WITHOUT PREJUDICE -REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 93628

Title

Operator License Application

Joshua Drabek - Establishment where employed: Festival Foods

Operator Application for Licenses to expire

For individuals selling or serving alcohol, pursuant to Madison General Ordinance 38.05. **Fees are not refundable.**

Two-Year Operator License Fee $80.00

Office use:	LICOPR-2026-00337	BST Date 02/22/2026

Filling out your application

- An Operator License is a privilege, not a right. **Any false answers or omissions may result in the denial of your application.**
- This application must be filled out acurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident it is recommended that you disclose the informaton.
- If you are unsure about how to respond to any questions on this form, check with the City Clerk for clarification.
- Your application will not be processed until you deal with outstanding warrants.
- You can obtain information regarding your arrest and conviction record from the police department, the court with which your interacted, or the Wisconsin Circuit Court Access website at www.wcca.wicourts.gov/indes.xsl (CCAP *may not provide a comprehensive list of ALL arrests and convictions*).

Review of your application

- The Madison Police Department will perform a background check to verify that the information you have provided is complete and accurate.
- If there are concerns about your arrest and /or conviction record as it relates to your application, or if it appears that you falsified or omitted information from your application, you may be called to appear before the Alcohol License Review Committee.
- If you are asked to appear but choose not to do so, your application may be denied.
- *Meetings of the Alcohol License Review Committee are open to the public and televised.*

First Name	M. I.	Last Name
Joshua		Drabek

Residence: Street Address	City	State	Zip
[redacted]	Madison	WI	53718[redacted]

Phone	Date of Birth	Birth Place (City, State)	Sex
[redacted]	[redacted]	Madison Wisconsin	Male

Driver's License Number (State & Number)	Place of employment and phone#	Email Address
[redacted]	Festivals Foods	[redacted]

Other names, aliases or birthdates ever used:

Cities and States lived in since age 18, including where you now reside:		From:	To:
Madison	WI	10/31/0993	02/10/2012
Racine	Wi	02/10/2012	02/10/2019
Madison	Wi	02/10/2019	05/16/2026

Arrest and Conviction Record

Since your 17th birthday, have you been convicted of a felony or misdemeanor? (Including criminal traffic offenseses?)	☑ Yes	☐ No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	☑ Yes	☐ No
Have you ever been convicted by a military court-martial?	☐ Yes	☑ No
Have you ever been convicted of disorderly conduct that involved violence against another person?	☐ Yes	☑ N

List Any Pending Citations, Tickets, or Criminal Charges

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

List All Citations, Tickets, Municipal/Ordinance Violations and Criminal Convictions (Excluding Parking Tickets). Attach additional paper if necessary.

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other drugs?	Did the incident occur in or around an establishment that serves alcohol?
2012	Madison	948.025(1)(e) Without threat or force	No	No
2012	Madison	940.225(3m)	No	No
	2022	Failure to Keep Vehicle Under Control	No	No

Application must be notarized.

The undersigned affirms that he/she made complete and true answers to each question and understands tht his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

Subscribed and sworn before me
this_____day of _____, 20____

_____
Applicant's Signature

_____
Notary Public

My Commission expires_____

To be filled out by the Madison Police Department

☐ Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau or with the Madison Police Department

☐ Files indicate that subject has the attached Criminal Arrest Record

_____ _____
Madison Police Department Authorized Signature Date

Joshua Drabek : [redacted]

Guideline(s) 1

State	Date	Description	Pending	Conviction	Fel/Misd/Ord
WI	06/06/2006	1st Degree Sexual Assault of Child without Great Bodily Harm 2nd Degree Sexual Assault of Child Child Abuse- Intentionally Cause Harm Dane County Case 2012CF293		02/21/2014	Felony B Felony C Felony H
WI	04/25/2011	2nd Degree Sexual Assault of Child Intent Contribute/Delinquency Child 4th Degree Sexual Assault 4th Degree Sexual Assault Dane County 11CF872		11/15/2011	Felony C Misd A Misd A Misd A
WI	05/23/2011	Repeated Sexual Assault of Same Child (At least 3 Violations of 1st and 2nd Degree Sexual Assault) Dane County 12CF2344		07/08/2013	Felony C

Completed by: [redacted] **Date Completed:** 06/07/2026

_____ Submit to Council

_____ Additional Info Required/ Resubmit application

✓ Submit to ALRC

_____ Other Action: _____

Captain Initials: ec Date: 06/10/26

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93819

File ID:	93819	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Change of Agent
Kwik Trip Inc • dba Kwik Trip 958 • 4741 Lien Rd
New Agent: Taylor J Kohn
Class A Beer, Class A Cider
(District 17)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2020-00221 Agent Change App (4).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93819

Title

Change of Agent
Kwik Trip Inc • dba Kwik Trip 958 • 4741 Lien Rd
New Agent: Taylor J Kohn
Class A Beer, Class A Cider
(District 17)

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number) -if change-

(Legistar file number) -if change- LICLIA-2017-00829

(License number) 17

(Alder District # and Name)

Office Use Only

Class A: ☒ Beer, ☐ Liquor, ☒ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Scott P. Zietlow, officer/member for Kwik Trip, Inc. (Corp/LLC),

doing business as Kwik Trip 958, authorize and appoint Taylor J. Kohn
Name

as the liquor/beer agent for the premise located at 4741 Lien Rd., Madison, WI 53098.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Scott P Zietlow — 5/14/26
Signature of corporate officer/member — *Date*

Scott P. Zietlow

To be completed by appointed Liquor/Beer Agent

I, Taylor Kohn, appointed liquor/beer agent for Kwik Trip, Inc. (Corp/LLC),

being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 0 %.

☒ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Taylor Kohn — 5-15-2026
Signature of corporate Agent — *Date*

Taylor J. Kohn

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93820

File ID:	93820	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Change of Agent
Servant 33 LLC • dba Melting Pot • 6816 Odana Rd
New Agent: Sarah Bracher
Class B Combination Liquor & Beer
(District 19)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2020-00221 Agent Change App (4).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93820

Title

Change of Agent
Servant 33 LLC • dba Melting Pot • 6816 Odana Rd
New Agent: Sarah Bracher
Class B Combination Liquor & Beer
(District 19)

236

(Agenda Item Number) –If change–

(Legistar file number) –If change–

LICLIB-2020-00221
(License number)

(Alder District # and Name)

Office Use Only

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Robert Arias, officer/member for Servant 33, LLC (Corp/LLC), doing business as Melting Pot, authorize and appoint Sarah Bracher (Name) as the liquor/beer agent for the premise located at 6816 Odana rd Madison, WI 53711.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Robert Arias, 5/19/26
Signature of corporate officer/member *Date*

To be completed by appointed Liquor/Beer Agent

I, Sarah Bracher, appointed liquor/beer agent for Servant 33, LLC (Corp/LLC), being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 0 %.

☑ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Sarah Bracher, 5/25/26
Signature of corporate Agent *Date*

REV 09/2018

☐ Form submitted by mail/e-mai

Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93821

File ID:	93821	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Change of Agent
Momo Sports Bar LLC • dba Momo Bar & Grill • 6402 Millpond Rd
New Agent: Kargyal Tsering
Class B Combination Liquor & Beer
(District 16)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2023-00317 Agent Change App (2).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93821

Title

Change of Agent
Momo Sports Bar LLC • dba Momo Bar & Grill • 6402 Millpond Rd
New Agent: Kargyal Tsering
Class B Combination Liquor & Beer
(District 16)

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor,
☐ Class C Wine

_____
(Agenda Item Number) –if change-

_____
(Legistar file number) –if change-

LICLIB-2023-00317
(License number)

16
(Alder District # and Name)

Office Use Only

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, KungBu Dingli, officer/member for Momo sports bar LLC (Corp/LLC),

doing business as Momo Bar & Grill, authorize and appoint Kargyal Tsering
Name

as the liquor/beer agent for the premise located at 6402 Millpond Rd, Madison WI 53718.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kdingli , 5-29-2026
Signature of corporate officer/member *Date*

To be completed by appointed Liquor/Beer Agent

I, Kargyal Tsering, appointed liquor/beer agent for Momo sports Bar LLC (Corp/LLC),

being first duly sworn, affirm that I have full authority and control of the premise described

in this license, and I am involved in the actual conduct of the business as an employee, or have a direct

financial interest in the business of the licensee. The percent of the business I own is 0 %.

☒ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ , 5-29-2026
Signature of corporate Agent *Date*

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93822

File ID:	93822	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Change of Agent
Ultimate Mart LLC • dba Pick 'n Save Express #183 • 1312 S Park St
New Agent: Malvin Alini
Class A Beer, Class A Liquor
(District 13)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2025-00525 Agent Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93822

Title

Change of Agent
Ultimate Mart LLC • dba Pick 'n Save Express #183 • 1312 S Park St
New Agent: Malvin Alini
Class A Beer, Class A Liquor
(District 13)

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number) - If change:

(Legistar file number) - If change: LICL14-2025-00525

(License number)

(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent,** there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Ann Fedder, officer/member for Ultimate Mart, LLC (Corp/LLC),

doing business as Pick 'n Save Express #183, authorize and appoint Malvin Alinj
Name

as the liquor/beer agent for the premise located at 1312 S Park St Madison, WI 53715.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Ann Fedder VP, 3/31/2026
Signature of corporate officer/member *Date*

To be completed by appointed Liquor/Beer Agent

I, Malvin Alinj, appointed liquor/beer agent for Ultimate Mart, LLC (Corp/LLC),

being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 0 %.

☐ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

X MA, 3/11/2026
Signature of corporate Agent *Date*

REV 09/2018

☒ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93823

File ID:	93823	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Change of Agent
Ultimate Mart LLC • dba Pick 'n Save #178 • 2502 Shopko Dr
New Agent: Emily Ash
Class A Beer, Class A Liquor
(District 12)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2024-00516 Agent Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 93823

Title

Change of Agent
Ultimate Mart LLC • dba Pick 'n Save #178 • 2502 Shopko Dr
New Agent: Emily Ash
Class A Beer, Class A Liquor
(District 12)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93823

Liquor/Beer Agent

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number) - if change

(Legistar file number) - if change

LIQA-2024-00516
(License number)

(Alder District # and Name)
Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor, ☐ Class C Wine

- This application is for Liquor/Beer Agents for new alcohol licenses and for a change of Liquor/Beer Agent to an existing alcohol license.
  - If you are a **new** agent for a **new** license, there is no charge.
  - If this is a **change of agent**, there is a $10.00 charge.
- Please include a **background check form** and copy of your **picture ID** with this application.
- Please include documentation that you have taken **Beverage Server Training** or have held an **Operator's License** within the last two years.

To be completed by Corporate Officer or Member of LLC

I, Ann Fedder, officer/member for Ultimate Mart, LLC (Corp/LLC),

doing business as Pick 'n Save #178, authorize and appoint Emily Ash
Name

as the liquor/beer agent for the premise located at 2502 Shopko Drive Madison, WI 53704.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Ann Fedder Secretary VP, 3/31/2024
Signature of corporate officer/member *Date*

To be completed by appointed Liquor/Beer Agent

I, Emily Ash, appointed liquor/beer agent for Ultimate Mart (Corp/LLC),

being first duly sworn, affirm that I have full authority and control of the premise described in this license, and I am involved in the actual conduct of the business as an employee, or have a direct financial interest in the business of the licensee. The percent of the business I own is 0 %.

☐ I have included a copy of my photo ID and Beverage Server Training certificate/Operator's license.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Signature of corporate Agent *Date* 3/24/24

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93824

File ID:	93824	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Business Name Change
Momo Sports Bar LLC • Current dba: Momo Sports Bar
6402 Millpond Rd
Class B Combination Liquor & Beer
(District 16)
New dba: Momo Bar & Grill

Notes:

Sponsors:

Effective Date:

Attachments: LICLIB-2023-00317 dba Change App.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93824

Title

Business Name Change
Momo Sports Bar LLC • Current dba: Momo Sports Bar
6402 Millpond Rd
Class B Combination Liquor & Beer
(District 16)
New dba: Momo Bar & Grill

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93824

Change of dba Name

Fee: $25.00

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIB- 2023-00317
(License number)

16
(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB- 2023-00317

Current Business dba Name: Momo sports bar

Licensed Address: 7410 Welton Dr Madison WI 53719

Liquor/Beer Agent Name: Kargyal Tsering Alder, District #:

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Momo Sports Bar LLC

Business Mailing Address: 6402 Millpond Rd Madison WI 53718

Business Contact Name, Position: Karl Tsering / Liquor agent

Business Phone: 608-310-4230 Business Email: karltsering@gmail.com

New dba Name: Momo Bar & Grill

Kdingli , 5-29-2026

Authorized Signature *Date*

☐ Form submitted by mail/e-mail
Office Use Only

REV 8/2018

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93825

File ID:	93825	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/02/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Triple Shift Entertainment LLC • dba Bowl-A-Vard
2121 East Springs Dr
Class B Combination Liquor & Beer
(District 17)
Add five new officers, remove one officer

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2024-00095 Officer Change App (2).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 93825

Title

Entity Reorganization
Triple Shift Entertainment LLC • dba Bowl-A-Vard
2121 East Springs Dr
Class B Combination Liquor & Beer
(District 17)

Add five new officers, remove one officer

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2024-00095

Business dba Name: Bowl-A-Vard

Licensed Address: 2121 East Springs Dr. Madison, WI 53704

Liquor/Beer Agent Name: Colleen O'Brion Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Triple Shift Entertainment, LLC

Business Mailing Address: 563 Bielenberg Dr. Woodbury, MN 55125

Business Contact Name, Position: Nicholas He, CFO

Business Phone: 214-833-3898 Business Email: licenses@tripleshift.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Craig Hawkins	CEO
Samuel J. Snyder	Vice President
Norman Ginsberg	COO
Nicholas He	CFO
Martin Larson	Director of Operations
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Marc Viglio	CFO

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☑ No ☐ Yes, explain: _____

After this change, how many total officers/members/directors will be in the organization?: 6

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature	*Date* 05 / 13 / 2026

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93827

File ID:	93827	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2026
File Name:				**Final Action:**	

Title: Change of Licensed Premises
On Regent Hospitality LLC • dba Greenbush Bar
Current Capacity (in/out): 55/0 • Proposed Capacity (in/out): 55/0
914 Regent St • Agent: Samuel Brown
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 202 (District 8)
Request to remove upstairs club space from licensed premises.

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICPCH-2026-00477 App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 93827

Title

Change of Licensed Premises
On Regent Hospitality LLC • dba Greenbush Bar
Current Capacity (in/out): 55/0 • Proposed Capacity (in/out): 55/0
914 Regent St • Agent: Samuel Brown

Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 202 (District 8)
Request to remove upstairs club space from licensed premises.

Change of Premises

Fee: $25.00

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

253

(Agenda Item Number)

(Legistar file number)

LICPCH-2026-00477
(License number)

8 (Alder District #) 202 (Police Sector)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☑ Liquor,
☐ Class C Wine

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2024-00490

Business dba Name: Greenbush Bar

Licensed Address: 914 Regent Street Madison WI

Liquor/Beer Agent Name: Samuel Brown

40 % Alcohol, 60 % Food, ____ % Other Alder, District #: _____ Police Sector: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): On Regent Hospitality LLC

Business Mailing Address: 1301 Regent Street, Madison, WI, 53715

Business Contact Name, Position: Samuel Brown, Owner On Regent Hospitality LC

Business Phone: 608-712-2234 Business Email: sam.alfred.brown@gmail.com

Current Capacity (indoor): 55 **Current Capacity (outdoor):** NA

Proposed Capacity (indoor): 55 **Proposed Capacity (outdoor):** NA

If your capacity is increasing, contact Building Inspection: (608) 266-4551, binspection@cityofmadison.com

Change is: ☑ Permanent ☐ Temporary (from _____ *Date* until _____ *Date*)

Is this change related to a Roadway Café Expansion License/Roadway Permit: ☐ **Yes** or ☐ **No**

Description of Changes (include approximate measurements, and fencing, if necessary):

Alcohol to be served in the main dining room from a 10 seat bar and stored in and inventoried in a locked room off the main stairway. Premises to no longer include upstairs club space.

☐ Detailed Floor Plans included (required)

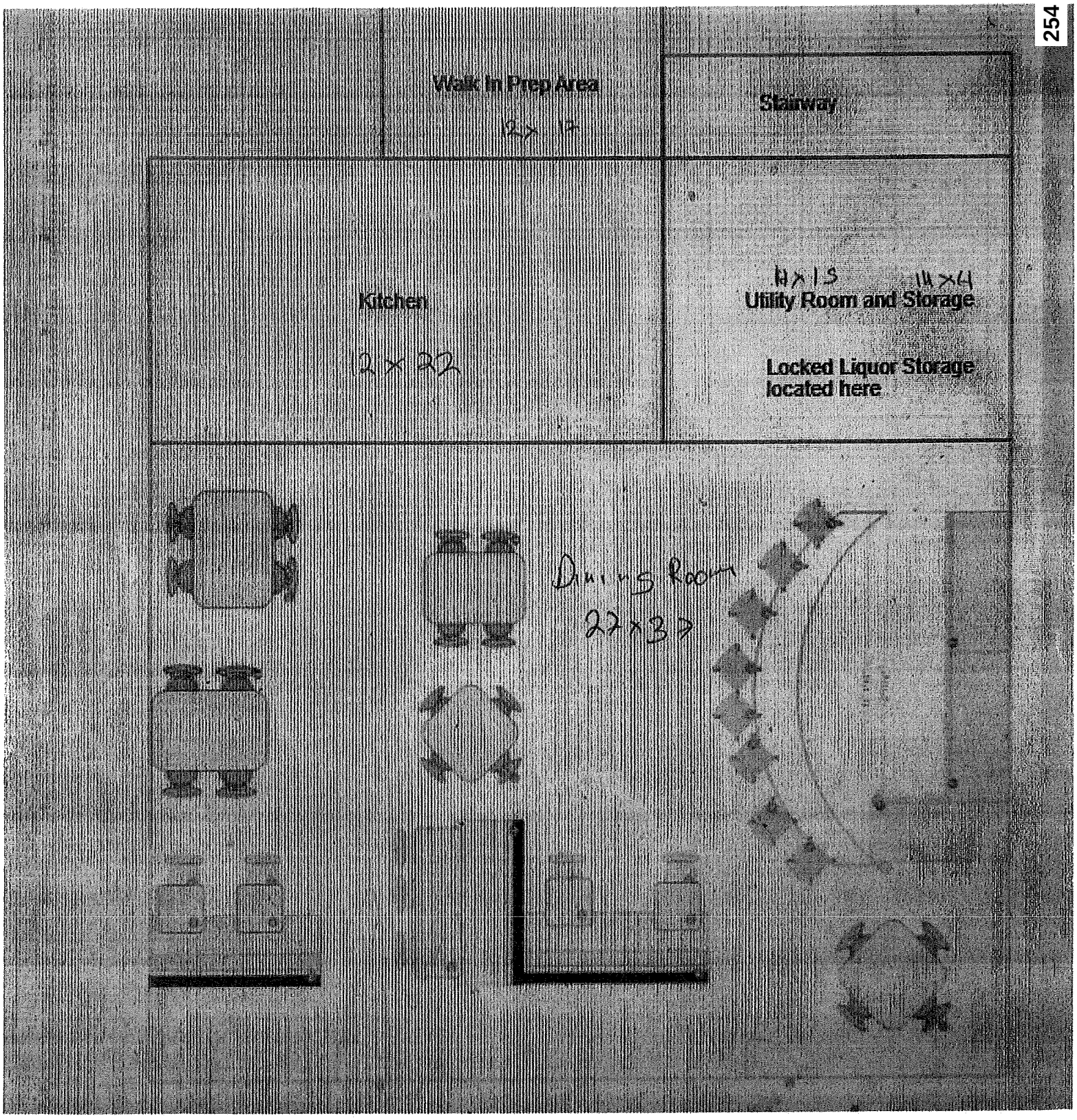
Samuel A Brown , 6/13/26

Authorized Signature *Date*

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only



No non cosmetic work slated to be done to existing restaurant

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93843

File ID:	93843	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Attic Angel Place Inc • dba Attic Angel Place
8301 Old Sauk Rd
Class B Combination Liquor & Beer
(District 9)
Add four new officers, remove one officer

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2022-00539 Officer Change App (2).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 93843

Title

Entity Reorganization
Attic Angel Place Inc • dba Attic Angel Place
8301 Old Sauk Rd
Class B Combination Liquor & Beer
(District 9)

Add four new officers, remove one officer

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICLIB-2022-00539
(License number)

9
(Alder District # and Name)

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☐ Beer, ☒ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- ☒ **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 456-0000546792-04

Business dba Name: Attic Angel Place

Licensed Address: 8301 Old Sauk Rd, Middleton, WI 53562

Liquor/Beer Agent Name: Michelle Godfrey Alder, District #: 9 Joann Pritchett

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Attic Angel Place, Inc

Business Mailing Address: 8301 Old Sauk Rd, Middleton, WI 53562

Business Contact Name, Position: Cathleen Banks Kennedy, Executive Assistant

Business Phone: 6086628905 Business Email: cathleen.banksKennedy@atticangel.org

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Mary Miedaner	Chair, Attic Angel Place
Amy Nickles	Vice Chair, Attic Angel Place
Kim Kundert	Secretary, Attic Angel Place
Shannon Davidson,	Treasurer, Attic Angel Place
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Sue Bush	Chair, Attic Angel Place

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

X No Yes, explain: _____

After this change, how many total officers/members/directors will be in the organization?: _____

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? X No Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Michelle Godfrey 5-18-26

Authorized Signature *Date*

☐ **Form submitted by mail/e-mail**
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93844

File ID:	93844	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Knickerbocker Restaurant LLC • dba Everly and HWY1
2701 Monroe St Suite 270
Class B Combination Liquor & Beer
(District 13)
Add one new officer, remove two officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2016-00414 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93844

Title

Entity Reorganization
Knickerbocker Restaurant LLC • dba Everly and HWY1
2701 Monroe St Suite 270
Class B Combination Liquor & Beer
(District 13)
Add one new officer, remove two officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93844

Change of Officers

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2016-00414

Business dba Name: Everly and HWY1

Licensed Address: 2701 Monroe St Suite 270, Madison, WI 53711

Liquor/Beer Agent Name: Amanda Byrd Alder, District #: 13

Corporate Information

Business Legal Name (as on WI State Sellers Permit): KNICKERBOCKER RESTAURANT, LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93845

File ID:	93845	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Delmonico's of Madison LLC • dba Johnny Delmonico's
130 S Pinckney St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	60459-56287 Officer Change App (3).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93845

Title

Entity Reorganization
Delmonico's of Madison LLC • dba Johnny Delmonico's
130 S Pinckney St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93845

Change of Officers

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☑ Liquor, ☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 60459-56287

Business dba Name: Johnny Delmonico's

Licensed Address: 130 S Pinckney St, Madison, WI 53703

Liquor/Beer Agent Name: Gaston Solis Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): DELMONICO'S OF MADISON LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Peder Moren	Member
Joseph Krupp	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93846

File ID:	93846	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Cento Restaurant LLC • dba Cento
122 W Mifflin St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2014-00197 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93846

Title

Entity Reorganization
Cento Restaurant LLC • dba Cento
122 W Mifflin St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93846

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☑ Liquor, ☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2014-00197

Business dba Name: Cento

Licensed Address: 122 W Mifflin St, Madison, WI 53704

Liquor/Beer Agent Name: Meredith Bye Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): CENTO RESTAURANT LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93847

File ID:	93847	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Fresco LLC • dba Catering a Fresco at Overture
201 State St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove one officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	71218-77364 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93847

Title

Entity Reorganization
Fresco LLC • dba Catering a Fresco at Overture
201 State St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove one officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93847

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

_____
(Agenda Item Number)

_____
(Legistar file number)

_____
(License number)

_____
(Alder District # and Name)

Office Use Only

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 71218-77364

Business dba Name: Catering a Fresco at Overture

Licensed Address: 201 State St, Madison, WI 53703

Liquor/Beer Agent Name: Megan Moderson Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): FRESCO, LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 2

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93848

File ID:	93848	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Atwood Restaurant LLC • dba Bar Corallini
2004 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove two officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2019-00160 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93848

Title

Entity Reorganization
Atwood Restaurant LLC • dba Bar Corallini
2004 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove two officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93848

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2019-00160

Business dba Name: Bar Corallini

Licensed Address: 2004 Atwood Ave, Madison, WI 53704-5325

Liquor/Beer Agent Name: Carlos Espinosa Alder, District #: 15

Corporate Information

Business Legal Name (as on WI State Sellers Permit): ATWOOD RESTAURANT LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93849

File ID:	93849	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
La Pepe Inc • dba Tex Tubbs Taco Palace
2009 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	40159-25888 Officer Change App (3).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93849

Title

Entity Reorganization
La Pepe Inc • dba Tex Tubbs Taco Palace
2009 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93849

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

_____ *(Agenda Item Number)*

_____ *(Legistar file number)*

_____ *(License number)*

_____ *(Alder District # and Name)*

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 40159-25888

Business dba Name: Tex Tubbs Taco Palace

Licensed Address: 2009 Atwood Ave, Madison, WI 53704

Liquor/Beer Agent Name: Peyton Oppermann Alder, District #: 15

Corporate Information

Business Legal Name (as on WI State Sellers Permit): LA PEPE INC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Peder Moren	Member
Joe Krupp	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93850

File ID:	93850	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
2089 Inc • dba Monty's Blue Plate Diner
2089 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove three officers

Notes:

Sponsors:

Effective Date:

Attachments: 32760-16072 Officer Change App (3).pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93850

Title

Entity Reorganization
2089 Inc • dba Monty's Blue Plate Diner
2089 Atwood Ave
Class B Combination Liquor & Beer
(District 15)
Add one new officer, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93850

Change of Officers

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☑ Liquor, ☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 32760-16072

Business dba Name: Monty's Blue Plate Diner

Licensed Address: 2089 Atwood Ave, Madison, WI 53704

Liquor/Beer Agent Name: Eric Heitzinger Alder, District #: 15

Corporate Information

Business Legal Name (as on WI State Sellers Permit): 2089 INC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Peder Moren	Member
Joe Krupp	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93851

File ID:	93851	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
BSBC LLC • dba Bassett St Brunch Club
444 W Johnson St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2013-00747 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93851

Title

Entity Reorganization
BSBC LLC • dba Bassett St Brunch Club
444 W Johnson St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93851

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2013-00747

Business dba Name: Bassett St Brunch Club

Licensed Address: 444 W Johnson St, Madison, WI 53704

Liquor/Beer Agent Name: Mary Beth Mosley Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): BSBC LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93852

File ID:	93852	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Luigi's Diner LLC • dba Luigi's
515 S Midvale Blvd
Class B Combination Liquor & Beer
(District 11)
Add one new officer, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2011-00648 Officer Change App (3).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93852

Title

Entity Reorganization
Luigi's Diner LLC • dba Luigi's
515 S Midvale Blvd
Class B Combination Liquor & Beer
(District 11)
Add one new officer, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93852

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☐ Liquor, ☑ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2011-00648

Business dba Name: Luigi's

Licensed Address: 515 S Midvale Blvd, Madison, WI 53711

Liquor/Beer Agent Name: Beethoven (Leo) Contreras Guillen Alder, District #: 11

Corporate Information

Business Legal Name (as on WI State Sellers Permit): LUIGI'S DINER LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member
Peder Moren	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93853

File ID:	93853	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Hamilton Canteen LLC • dba Canteen
111 S Hamilton St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2017-00046 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93853

Title

Entity Reorganization
Hamilton Canteen LLC • dba Canteen
111 S Hamilton St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove two officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93853

Change of Officers

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2017-00046

Business dba Name: Canteen

Licensed Address: 111 S Hamilton St, Madison, WI 53703

Liquor/Beer Agent Name: Alora Newberry Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): HAMILTON CANTEEN, LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 3

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93854

File ID:	93854	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Riverbrew LLC • dba The Coopers Tavern
20 W Mifflin St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	75544-85898 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93854

Title

Entity Reorganization
Riverbrew LLC • dba The Coopers Tavern
20 W Mifflin St
Class B Combination Liquor & Beer
(District 4)
Add one new officer, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93854

Change of Officers

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☑ Beer, ☑ Liquor, ☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: 75544-85898

Business dba Name: The Coopers Tavern

Licensed Address: 20 W Mifflin St, Madison, WI 53703

Liquor/Beer Agent Name: Peter McElvanna Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): RIVERBREW LLC

Business Mailing Address: c/o Food Fight Inc. 5111 Monona Drive, Monona, WI 53716

Business Contact Name, Position: Matt Graham, CEO

Business Phone: 608-246-2719 Business Email: matt@foodfightinc.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Matthew Graham (Middleton, WI)	CEO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amanda Jabs	CFO
Greg Frank	Member
Peder Moren	Member

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: All Food Fight Restaurants

After this change, how many total officers/members/directors will be in the organization?: 5

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

5/27/2026
Date

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City of Madison

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Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93855

File ID:	93855	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Classic Arcade Company • dba Aftershock Classic Arcade
1444 E Washington Ave
Class B Combination Liquor & Beer
(District 6)
Remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2021-00429 Officer Change.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93855

Title

Entity Reorganization
Classic Arcade Company • dba Aftershock Classic Arcade
1444 E Washington Ave
Class B Combination Liquor & Beer
(District 6)
Remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93855

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☒ Beer, ☒ Liquor, ☒ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2021-00429

Business dba Name: AFTERSHOCK CLASSIC ARCADE

Licensed Address: 1444 E WASHINGTON AVE

Liquor/Beer Agent Name: BRAD VAN KAUWENBERGH Alder, District #: ALDER DAVY MAYER #6

Corporate Information

Business Legal Name (as on WI State Sellers Permit): CLASSIC ARCADE COMPANY

Business Mailing Address: 1444 E WASHINGTON AVE, MADISON, WI 53703

Business Contact Name, Position: BRAD VAN KAUWENBERGH

Business Phone: 608-819-6119 Business Email: AFTERSHOCKCLASSICARCADE@GMAIL.COM

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
CHRIS WELCH	MEMBER
ROSS HUBBARD	MEMBER
GABE DOMMERSHAUSEN	MEMBER

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☒ No ☐ Yes, explain: _____

After this change, how many total officers/members/directors will be in the organization?: 1

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature _____ *Date* 5/7/26

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93856

File ID:	93856	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #178
2502 Shopko Dr
Class A Beer, Class A Liquor
(District 12)
Add three new officers, remove three officers

Notes:

Sponsors:

Effective Date:

Attachments: LICLIA-2024-00516 Officer Change App.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jverbick@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93856

Title

Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #178
2502 Shopko Dr
Class A Beer, Class A Liquor
(District 12)
Add three new officers, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93856

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☑ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

_____ *(Agenda Item Number)*

_____ *(Legistar file number)*

_____ *(License number)*

_____ *(Alder District # and Name)*

Office Use Only

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIA-2024-00516

Business dba Name: PICK N SAVE #178

Licensed Address: 2502 SHOPKO DR.

Liquor/Beer Agent Name: EMILY ASK Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): ULTIMATE MART, LLC

Business Mailing Address: PO Box 305103, Nashville, TN 37230

Business Contact Name, Position: Kroger Business Licensing Department

Business Phone: 615-232-7728 Business Email: business.license@kroger.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
GEORGE VINCENT	VICE PRESIDENT & SECRETARY
SEAN SHEPARD	VICE PRESIDENT
SAMANTHA KUPCHIK	VICE PRESIDENT
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
CHRISTINE WHEATLEY	VICE PRESIDENT & SECRETARY
PHIL NELSON	VICE PRESIDENT
LAURA ALSTEEN	VICE PRESIDENT

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: Metro Market #179 & 434, Pick N Save #131 & 183

After this change, how many total officers/members/directors will be in the organization?: 6

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kelsey Wray
Authorized Signature

04/21/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93857

File ID:	93857	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #131
3197 Maple Grove Dr
Class A Beer, Class A Liquor
(District 7)
Add three new officers, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2024-00526 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93857

Title

Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #131
3197 Maple Grove Dr
Class A Beer, Class A Liquor
(District 7)
Add three new officers, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93857

313

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☑ Liquor, ☐ Cider

Class B: ☐ Beer, ☐ Liquor,

☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIA-2024-00526

Business dba Name: PICK N SAVE #131

Licensed Address: 3197 MAPLE GROVE DR.

Liquor/Beer Agent Name: WANDA LONG Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): ULTIMATE MART, LLC

Business Mailing Address: PO Box 305103, Nashville, TN 37230

Business Contact Name, Position: Kroger Business Licensing Department

Business Phone: 615-232-7728 Business Email: business.license@kroger.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
GEORGE VINCENT	VICE PRESIDENT & SECRETARY
SEAN SHEPARD	VICE PRESIDENT
SAMANTHA KUPCHIK	VICE PRESIDENT
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
CHRISTINE WHEATLEY	VICE PRESIDENT & SECRETARY
PHIL NELSON	VICE PRESIDENT
LAURA ALSTEEN	VICE PRESIDENT

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: Metro Market #179 & 434, Pick N Save #183 & 178

After this change, how many total officers/members/directors will be in the organization?: 6

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kelsey Wray
Authorized Signature

04/21/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93858

File ID:	93858	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Ultimate Mart LLC • dba Metro Market #179
261 Junction Rd
Class A Beer, Class A Liquor
(District 9)
Add three new officers, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2024-00517 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93858

Title

Entity Reorganization
Ultimate Mart LLC • dba Metro Market #179
261 Junction Rd
Class A Beer, Class A Liquor
(District 9)
Add three new officers, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93858

317

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☑ Liquor, ☐ Cider

Class B: ☐ Beer, ☐ Liquor,

☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LIC LIA-2024-00517

Business dba Name: METRO MARKET #179

Licensed Address: 261 JUNCTION ROAD, MADISON, WI 53717-2615

Liquor/Beer Agent Name: ERIC MICHAELIS Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): ULTIMATE MART, LLC

Business Mailing Address: PO BOX 305103

Business Contact Name, Position: KROGER BUSINESS LICENSING DEPT

Business Phone: 615-232-7728 Business Email: business.license@kroger.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
GEORGE VINCENT	VICE PRESIDENT & SECRETARY
SEAN SHEPARD	VICE PRESIDENT
SAMANTHA KUPCHIK	VICE PRESIDENT
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
CHRISTINE WHEATLEY	VICE PRESIDENT & SECRETARY
PHIL NELSON	VICE PRESIDENT
LAURA ALSTEEN	VICE PRESIDENT

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☒ Yes, explain: Pick N Save #183, #131, #178, & Metro Market #434

After this change, how many total officers/members/directors will be in the organization?: 6

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kelsey Wray
Authorized Signature

04/14/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93859

File ID:	93859	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Mega Marts LLC • dba Metro Market #434
6010 Cottage Grove Rd
Class B Combination Liquor & Beer
(District 3)
Add three new officers, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2024-00519 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93859

Title

Entity Reorganization
Mega Marts LLC • dba Metro Market #434
6010 Cottage Grove Rd
Class B Combination Liquor & Beer
(District 3)
Add three new officers, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93859

321

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☑ Liquor, ☐ Cider
Class B: ☐ Beer, ☐ Liquor,
☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2024-00519

Business dba Name: METRO MARKET #434

Licensed Address: 6010 COTTAGE GROVE DR.

Liquor/Beer Agent Name: BRYN SMITH Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): MEGA MARTS, LLC

Business Mailing Address: PO Box 305103, Nashville, TN 37230

Business Contact Name, Position: Kroger Business Licensing Department

Business Phone: 615-232-7728 Business Email: business.license@kroger.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
GEORGE VINCENT	VICE PRESIDENT & SECRETARY
SEAN SHEPARD	VICE PRESIDENT
SAMANTHA KUPCHIK	VICE PRESIDENT

Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
CHRISTINE WHEATLEY	VICE PRESIDENT & SECRETARY
PHIL NELSON	VICE PRESIDENT
LAURA ALSTEEN	VICE PRESIDENT

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: Metro Market # 179, Pick N Save #183, 131 & 178

After this change, how many total officers/members/directors will be in the organization?: 6

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☑ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kelsey Wray
Authorized Signature

04/21/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93860

File ID:	93860	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #183
1312 S Park St
Class B Combination Liquor & Beer
(District 13)
Add three new officers, remove three officers

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2024-00525 Officer Change App.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93860

Title

Entity Reorganization
Ultimate Mart LLC • dba Pick n' Save #183
1312 S Park St
Class B Combination Liquor & Beer
(District 13)
Add three new officers, remove three officers

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93860

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☑ Beer, ☑ Liquor, ☐ Cider

Class B: ☐ Beer, ☐ Liquor,

☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIA-2024-00525

Business dba Name: PICK N SAVE #183

Licensed Address: 1312 S. PARK ST.

Liquor/Beer Agent Name: MALVIN ALINJ Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): ULTIMATE MART, LLC

Business Mailing Address: PO Box 305103, Nashville, TN 37230

Business Contact Name, Position: Kroger Business Licensing Department

Business Phone: 615-232-7728 Business Email: business.license@kroger.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
GEORGE VINCENT	VICE PRESIDENT & SECRETARY
SEAN SHEPARD	VICE PRESIDENT
SAMANTHA KUPCHIK	VICE PRESIDENT
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
CHRISTINE WHEATLEY	VICE PRESIDENT & SECRETARY
PHIL NELSON	VICE PRESIDENT
LAURA ALSTEEN	VICE PRESIDENT

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☑ Yes, explain: Metro Market #179 & 434, Pick N Save #131 & 178

After this change, how many total officers/members/directors will be in the organization?: 6

If this changes ownership by 50% or more, you will also need to include a completed Liquor/Beer License Application, business plan, and sample menu with this form.

Will this change alter your business plan? ☒ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kelsey Wray
Authorized Signature

04/21/2026
Date

☐ Form submitted by mail/e-mail
Office Use Only

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93861

File ID:	93861	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
4505 East Towne Blvd
Class B Beer
(District 17)
Remove one officer

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2018-00866 Officer Change (3).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93861

Title

Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
4505 East Towne Blvd
Class B Beer
(District 17)
Remove one officer

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93861

Change of Officers

(Agenda Item Number) _____

(Legistar file number) _____

(License number) _____

(Alder District # and Name) _____

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider

Class B: ☒ Beer, ☐ Liquor,

☐ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2018-00866

Business dba Name: Portillo's Hot Dogs

Licensed Address: 4505 East Towne Blvd., Madison, WI 53704

Liquor/Beer Agent Name: Ric Ramirez Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Portillo's Hot Dogs,, LLC

Business Mailing Address: 2001 Spring Road, Ste. 400, Oak Brook, IL 60523

Business Contact Name, Position: Elizabeth Hackett, Regulatory and Corporate Governance Manager

Business Phone: 630-954-3773 Business Email: ehackett@portillos.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Michelle Hook	CFO

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☒ Yes, explain: See Attached Chart

After this change, how many total officers/members/directors will be in the organization?: 2

Will this change alter your business plan? ☐ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

6/9/26
Date

☐ Form submitted by mail/e-mail
Office Use Only

Portillo's Hot Dogs

Wisconsin Liquor Licenses:

Name	Address	License Type
Portillo's Hot Dogs	17685 W. Bluemound Rd., Brookfield, WI 53045	Class B Retail – Beer Class C Retail - Wine
Portillo's Hot Dogs	8705 W. Sura Lane, Greenfield WI 53228	Class B Retail – Beer
Portillo's Hot Dogs	4505 East Towne Blvd. Madison, WI 53704	Class B Retail – Beer
Portillo's Hot Dogs	7320 West Towne Blvd. Madison, WI 53719	Class B Retail – Beer Class C Retail - Wine

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93862

File ID:	93862	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/06/2026
File Name:				**Final Action:**	

Title: Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
7230 West Towne Way
Class B Beer, Class C Wine
(District 9)
Remove one officer

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2021-00136 Officer Change (4).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Figueroa Cole, seconded by Klemons, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93862

Title

Entity Reorganization
Portillo's Hot Dogs LLC • dba Portillo's Hot Dogs
7230 West Towne Way
Class B Beer, Class C Wine
(District 9)
Remove one officer

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93862

Change of Officers

(Agenda Item Number)

(Legistar file number)

(License number)

(Alder District # and Name)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☐ Liquor,
☒ Class C Wine

- This application is to inform the city of any changes in corporate structure.
- **The fee** for filing this application is $25.00.
- Please include a completed a **Background Investigation Form** and copy of a **picture ID** for each **new** officer/member/director with this application (not necessary for title changes).

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2021-00136

Business dba Name: Portillo's Hot Dogs

Licensed Address: 7320 West Towne Way, Madison WI 53719

Liquor/Beer Agent Name: Ric Ramirez Alder, District #: _____

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Portillo's Hot Dogs,, LLC

Business Mailing Address: 2001 Spring Road, Ste. 400, Oak Brook, IL 60523

Business Contact Name, Position: Elizabeth Hackett, Regulatory and Corporate Governance Manager

Business Phone: 630-954-3773 Business Email: ehackett@portillos.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Michelle Hook	CFO

continued on page two -OVER

Do any of the officers/members/directors possess any interest or control in any other Class A, B or C license?

☐ No ☒ Yes, explain: See Attached Chart

After this change, how many total officers/members/directors will be in the organization?: 2

Will this change alter your business plan? ☐ No ☐ Yes, please attach new business plan with application.

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Authorized Signature

6/9/26
Date

☐ Form submitted by mail/e-mail
Office Use Only

Portillo's Hot Dogs

Wisconsin Liquor Licenses:

Name	Address	License Type
Portillo's Hot Dogs	17685 W. Bluemound Rd., Brookfield, WI 53045	Class B Retail – Beer Class C Retail - Wine
Portillo's Hot Dogs	8705 W. Sura Lane, Greenfield WI 53228	Class B Retail – Beer
Portillo's Hot Dogs	4505 East Towne Blvd. Madison, WI 53704	Class B Retail – Beer
Portillo's Hot Dogs	7320 West Towne Blvd. Madison, WI 53719	Class B Retail – Beer Class C Retail - Wine

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93929

File ID:	93929	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/08/2026
File Name:				**Final Action:**	

Title: Operator License Application
Karl Shoenhard - Establishment where employed: Kelley's Market

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICOPR-2026-00348 App Redacted.pdf, ks facesheet_Redacted.pdf, Letter from po.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/15/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Glenn, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Approval contingent on the applicant providing a letter of support from an agent of the Department of Corrections prior to the August 4 meeting of the Common Council.

Appearance by Karl Shoenhard

Notes: Approval contingent on the applicant providing a letter of support from an agent of the Department of Corrections prior to the August 4 meeting of the Common Council.

Text of Legislative File 93929

Title

Operator License Application
Karl Shoenhard - Establishment where employed: Kelley's Market

Operator Application for Licenses to expire

For individuals selling or serving alcohol, pursuant to Madison General Ordinance 38.05. **Fees are not refundable.**

Two-Year Operator License Fee $80.00

Office use:	LICOPR-2026-00348	BST Date 05/13/2025

Filling out your application

- An Operator License is a privilege, not a right. **Any false answers or omissions may result in the denial of your application.**
- This application must be filled out acurately and completely.
- If you have any doubt as to whether to include the facts of a specific incident it is recommended that you disclose the informaton.
- If you are unsure about how to respond to any questions on this form, check with the City Clerk for clarification.
- Your application will not be processed until you deal with outstanding warrants.
- You can obtain information regarding your arrest and conviction record from the police department, the court with which your interacted, or the Wisconsin Circuit Court Access website at www.wcca.wicourts.gov/indes.xsl (CCAP *may not provide a comprehensive list of ALL arrests and convictions*).

Review of your application

- The Madison Police Department will perform a background check to verify that the information you have provided is complete and accurate.
- If there are concerns about your arrest and /or conviction record as it relates to your application, or if it appears that you falsified or omitted information from your application, you may be called to appear before the Alcohol License Review Committee.
- If you are asked to appear but choose not to do so, your application may be denied.
- *Meetings of the Alcohol License Review Committee are open to the public and televised.*

First Name	M. I.	Last Name
karl	E	Schoenhard

Residence: Street Address	City	State	Zip
[redacted]	Albany	WI	53502

Phone	Date of Birth	Birth Place (City, State)	Sex
[redacted]	[redacted]	Madison	Male

Driver's License Number (State & Number)	Place of employment and phone#	Email Address
[redacted]	kelleys market	[redacted]

Other names, aliases or birthdates ever used:

Cities and States lived in since age 18, including where you now reside:	From:	To:
Albany WI	05/28/2018	

Arrest and Conviction Record

Since your 17th birthday, have you been convicted of a felony or misdemeanor? (Including criminal traffic offenseses?)	☐ Yes	☑ No
As a juvenile, were you ever waived into adult court and convicted of a felony or misdemeanor?	☐ Yes	☑ No
Have you ever been convicted by a military court-martial?	☐ Yes	☑ No
Have you ever been convicted of disorderly conduct that involved violence against another person?	☐ Yes	☑ No

List Any Pending Citations, Tickets, or Criminal Charges

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other drugs?	Did the incident occur in or around an establishment that serves alcohol?

List All Citations, Tickets, Municipal/Ordinance Violations and Criminal Convictions (Excluding Parking Tickets). Attach additional paper if necessary.

Year	Location	Charge	At the time of the incident were you under the influence of alcohol and /or other drugs?	Did the incident occur in or around an establishment that serves alcohol?
2025	Green County Wisconsin	Felony- Forgery uttering party to a crime. I had someone else fake a document and than used it	No	No

Application must be notarized.

The undersigned affirms that he/she made complete and true answers to each question and understands tht his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

Subscribed and sworn before me
this_____day of _____, 20____

_____
Applicant's Signature

_____
Notary Public

My Commission expires_____

To be filled out by the Madison Police Department

☐ Subject has no Criminal Arrest Record with either the Wisconsin State Crime Bureau or with the Madison Police Department

☐ Files indicate that subject has the attached Criminal Arrest Record

_____ _____
Madison Police Department Authorized Signature Date

Karl Schoenhard: [redacted]

Guideline(s) 1

State	Date	Description	Pending	Conviction	Fel/Misd/Ord
WI	06/19/2024	Forgery-Uttering Green County Sheriff Green Co 25CF37		08/08/2025	Felony H

Completed by: [redacted] **Date Completed:** 06/23/2026

_____ Submit to Council

_____ Additional Info Required/ Resubmit application

_X_ Submit to ALRC

_____ Other Action: _____

Captain Initials: [redacted] Date: 06/24/24

Wisconsin Department of Corrections

Governor Tony Evers | Secretary Jared Hoy
Division of Community Corrections – Unit 108

July 20th, 2026

To Whom it May Concern:

On 08/08/2025, Karl Schoenhard appeared in Green County Circuit Court, Branch 1, before Honorable Judge Faun Philipson, reference Case 25CF37, and was convisted of Forgery – Uttering, a Class H Felony, in violation of Wisconsin State Statute 943.38(2). Mr. Schoenhard's sentence was withheld and he was placed on supervision for a term of 24 months. I am writing as Mr. Schoenhard's probation officer.

Mr. Schoenhard has been on supervision for almost a full year at this point. He has not had any violations. He has completed his required programming. He reports as directedand is compliant with his Rules of Supervision. He is currently required to report every 90 days.

If there are any additional questions or concerns, I can be reached at 608-852-5797 or courtney.stam@wisconsin.gov.

Sincerely,

Courtney Stam

Probation and Parole Agent 10806

2841 6th Street Monroe, WI 53566

Cell: (608) 852-5797 | Front Desk: (608) 325-9168 | Fax: (608) 325-9179

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94058

File ID:	94058	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Accepting sanitary sewer improvements constructed by Private Contract In 2110 Schlimgen Avenue, Private Contract No. 9194			**Final Action:**	

Title: Accepting sanitary sewer improvements constructed by Private Contract In 2110 Schlimgen Avenue, Private Contract No. 9194 (District 12).

Notes:

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	2110 Schlimgen Sanitary Schedule A Unit Cost.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026						
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94058

Fiscal Note

No City funds required. Private contract.

Title

Accepting sanitary sewer improvements constructed by Private Contract In 2110 Schlimgen Avenue, Private Contract No. 9194 (District 12).

Body

WHEREAS, Odessa Affordable Housing, LLC, has satisfactorily completed the installation of sanitary sewer improvements by private contract, in accordance with the City of Madison Standard Specifications for Public Works Construction, in: 2110 Schlimgen Avenue.

NOW, THEREFORE, BE IT RESOLVED

1. That said sanitary sewer improvements be and are hereby accepted.

2. That said sanitary sewer improvements are hereby assigned to the Madison Sewer Utility for ownership and maintenance and that the attached Schedule "A" representing the actual cost of construction of these improvements shall be reflected in the Madison Sewer Utility's "Utility Plant In Service".

SANITARY SEWER ACCOUNTING DATA

A)	Total Contract Value (including Engineering and Miscellaneous Costs)	$	50,960.00
B)	Contributions in Aid of Construction:		
	a) Public Sewer Components	$	50,960.00
	b) Sewer Laterals	$	-0-
C)	Investments in Capital (MSU Share)	$	-0-
D)	Total Plant Value	$	50,960.00

SANITARY SEWER PLANT VALUE

(Schedule 'A' / Sanitary Structures)

2110 Schlimgen Ave

14242

STRUCTURES

Description	Quantity	Unit	Unit Cost	Total Cost
4' DIAM SAS	1	EA	$ 12,500.00	$ 12,500.00
Engineering @ 12%				$ 1,500.00
Total Cost			$ 14,000.00	$ 14,000.00
Engineering @ 12%				
Total Cost			

SANITARY SEWER PLANT VALUE

(Schedule 'A' / Sanitary Pipes)

2110 Schlimgen Ave

14242

PIPES

Description	Quantity	Unit	Unit Cost	Total Cost
8" PVC	55	LF	$600.00	$ 33,000.00
Engineering @ 12%				$ 3,960.00
Total Cost			$ 672.00	$ 36,960.00
Engineering @ 12%				
Total Cost			

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94059

File ID:	94059	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Awarding Public Works Contract No. 9805, Madison Municipal Building Flagpole Replacement			**Final Action:**	

Title: Awarding Public Works Contract No. 9805, Madison Municipal Building Flagpole Replacement. (District 4)

Notes: Amy Scanlon

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9805.pdf, 9805 award.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026						
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94059

Fiscal Note

The proposed resolution authorizes awarding the contract for the Madison Municipal Building Flagpole Replacement at a total estimated cost of $168,588, including contingency. Funding for the project is available in Munis #15642. No additional appropriation is required.

Title

Awarding Public Works Contract No. 9805, Madison Municipal Building Flagpole Replacement. (District 4)

Body

WHEREAS, in 2018 the Madison Common Council declared the day after Thanksgiving to be Ho-Chunk Nation Day in the City of Madison; and,

WHEREAS, Mayor Satya Rhodes-Conway signed a proclamation on November 25,2020 to display the flag of the Ho-Chunk Nation in front of the Madison Municipal Building in order to recognize that the City of Madison is located on the Nation's ancestral lands; and,

WHEREAS, Madison displays numerous flags to show support and bring awareness to certain movements where a single flagpole does not provide the height needed to respectfully display multiple flags especially during periods of flags ordered to half-mast; and,

WHEREAS, the Council on 07/01/2025, approved plans and specifications and authorized the Board of Public Works to advertise and receive bids for Public Works contract 9670, Madison Municipal Building Flagpole Replacement (RES - 25-00376); and,

WHEREAS, only one bid was received and remained unopened; and,

WHEREAS, the project was rebid under contract number 9745 where it received one bid that was opened and found to be over the authorized budget; and,

WHEREAS, the project was advertised for rebid from 06/25/2026 to 07/09/2026 under contract number 9805 where it received three competitive bids with an apparent low base bid of $156,100; and,

WHEREAS, Engineering staff have concluded that rebidding the Madison Municipal Building Flagpole Replacement project would not result in significantly lower costs; and,

NOW,THEREFORE, BE IT RESOLVED, that the Common Council accepts the following bids for miscellaneous improvements and authorizes the Mayor and City Clerk to enter into a contract with the low bidder for the Madison Municipal Building Flagpole Replacement project, as determined by the base bids contained herein, and proceed with a contract for work identified as part of the base bid subject to the Contractor's compliance with Section 39.02 of the Madison General Ordinances concerning compliance with the Affirmative Action provisions and subject to the Contractor's compliance with Section 33.07 of the Madison General Ordinances regarding Best Value Contracting; and,

BE IT FINALLY RESOLVED, that the funds be encumbered to cover the costs of the projects contained herein.

See attached document (Contract No. 9805) for itemization of bids.

Madison Municipal Building Flagpole Replacement
CONTRACT NO. 9805
DATE: 7/9/26
PREQUALIFICATION: 415

CONTRACTORS	TOTAL BID	PREQUALIFICATION STATUS
Engineering Estimate	$127,204.00	
Tri-North Builders, Inc.	$156,100.00	OK
Bauer Builders, Inc.	$206,634.00	OK
12 Gauge Construction, LLC	$210,857.00	OK

CONTRACT NO. 9805
Madison Municipal Building Flagpole Replacement

Tri-North Builders, Inc

CONTRACT AWARD	**$**	**156,100.00**
MAX CONTINGENCY (8%)	*$*	*12,488.00*
BASE BID: 15642-401-200: 54210		156,100.00
ACCT. CONTINGENCY 8%		12,488.00
ACCT. SUBTOTAL		168,588.00
GRAND TOTAL INCL. CONTINGENCY	**$**	**168,588.00**

City of Madison

City of Madison
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File Number: 94060

File ID:	94060	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Awarding Public Works Contract No. 9792, 2026 Sport Courts Resurfacing.			**Final Action:**	

Title: Awarding Public Works Contract No. 9792, 2026 Sport Courts Resurfacing. (District 7, District 9, District 12, District 16, District 20)

Notes: Izzy Wilde

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9792.pdf, 9792 award.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text:	This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026					
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94060

Fiscal Note

The proposed resolution authorizes awarding the contract for 2026 Sports Courts Resurfacing at a total estimated cost of $261,100, including contingency. Funding for the project is available in Munis #16063. No additional appropriation is required.

Title

Awarding Public Works Contract No. 9792, 2026 Sport Courts Resurfacing. (District 7, District 9, District 12, District 16, District 20)

Body

BE IT RESOLVED, that the following low bids for miscellaneous improvements be accepted and that the Mayor and City Clerk be and are hereby authorized and directed to enter into a

contract with the low bidder contained herein, subject to the Contractor's compliance with Section 39.02 of the Madison General Ordinances concerning compliance with the Affirmative Action provisions **and subject to the Contractor's compliance with Section 33.07 of the Madison General Ordinances regarding Best Value Contracting:**

BE IT FURTHER RESOLVED, that the funds be encumbered to cover the cost of the projects contained herein.

See attached document (Contract No. 9792) for itemization of bids.

2026 Sport Court Resurfacings
CONTRACT NO. 9792
DATE: 7/9/26
PREQUALIFICATION: 318

CONTRACTORS	TOTAL BID	PREQUALIFICATION STATUS
Engineering Estimate	$203,715.08	
Poblocki Paving, LLC	$241,736.20	OK

CONTRACT NO. 9792
2026 Sport Court Resurfacings

Poblocki Paving, LLC

CONTRACT AWARD	**$**	**241,736.20**
MAX CONTINGENCY (8%)	*$*	*19,338.90*
BASE BID: 16063-51-130: 54250		241,736.20
ACCT. CONTINGENCY 8%		19,338.90
ACCT. SUBTOTAL		261,075.10
GRAND TOTAL INCL. CONTINGENCY	**$**	**261,075.10**

City of Madison

City of Madison
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File Number: 94061

File ID:	94061	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Assessing Benefits Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District - 2025.			**Final Action:**	

Title: Assessing Benefits Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District - 2025. (District 15)

Notes: Andy Zwieg

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	11825_EvergreenOhioSommers_Assess.pdf, SpecialAssessWaiver-2301AtwoodAve_Signed.pdf, SpecialAssessWaiver-2402CenterAve_Signed.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text:	This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026					
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94061

Fiscal Note
No appropriation required.
Title
Assessing Benefits Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District - 2025. (District 15)
Body
WHEREAS, the construction of improvement(s) on Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District - 2025 has been completed; and,

WHEREAS, it has been determined that the abutting property is to pay the amount per the attached schedule of assessments.

NOW, THEREFORE, BE IT RESOLVED, that the sums so charged to the abutting property be and are hereby assessed and levied upon said property payable by the owners of the lots or parcels of land benefited as determined by the Board of Public Works, and in accordance with its recommendations, the amount so charged to each of the lots or parcels of land so benefited being as follows, to wit:

City of Madison Engineering Division - Preliminary Schedule of Assessments

Date: Wednesday, December 18, 2024
Project ID: 11825
Project Name: Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District – 2025
Project Description: Reconstruction: Evergreen Avenue from Center Avenue to Atwood Avenue, Ohio Avenue from Center Avenue to Atwood Avenue, and Sommers Avenue from Dunning Avenue to Hudson Avenue

*A factor has been applied for sidewalk and curb and gutter work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.

								Street Reconstruction Items										Sanitary Sewer Items				Storm Sewer Item		
								Remove Concrete Driveway Apron & Terrace Walk Assessment @		Replace Concrete Driveway Apron Assessment @		Replace Concrete Terrace Walk Assessment @		10' Pavement Reconstruction Assessment @			Sanitary Sewer Reconnect Assessment @		Remove & Replace Sanitary Lateral Assessment @		Private Storm Sewer Connection Assessment @		Total Assessment
Parcel Information			Frontage					$1.42	per SF	$4.79	per SF	$4.28	per SF	$46.02	per LF		$2,000.00	per Each	$35.00	per LF	$3,200.00	per Each	
Parcel No./ Zoning	Owner Name/ Mailing Address	Situs Address/ Parcel Location	LF	Frontage Street	LF	Frontage Street	Multiple Frontage	SF	Cost	SF	Cost	SF	Cost	Factor*	LF	Cost	Each	Cost	LF	Cost	Each	Cost	
071005337061 TSS	PLYMOUTH CONG CHURCH 2401 ATWOOD AVE MADISON, WI 53704-5604	2401 Atwood Ave	44.00	Atwood Ave	115.00	Ohio Ave	Yes	0.00	$0.00	0.00	$0.00	100.00	$427.50	1.00	115.00	$5,292.30	0.00	$0.00	0.00	$0.00	0.00	$0.00	$5,719.80
071005337079 TR-V1	WORZALA, MARY E 2402 SOMMERS AVE MADISON, WI 53704	2402 Sommers Ave	44.00	Sommers Ave	115.00	Ohio Ave	Yes	150.00	$213.00	150.00	$718.50	0.00	$0.00	0.50	159.00	$3,658.59	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$7,465.09
071005337087 TR-V1	STAPLETON, DEBRA A 2406 SOMMERS AVE # 1 MADISON, WI 53704-5613	2406 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,555.88
071005337095 TR-V1	PLYMOUTH CONGREGATIONAL CHURCH 2401 ATWOOD AVE MADISON, WI 53704-5604	2410 Sommers Ave	44.00	Sommers Ave	---	---	No	150.00	$213.00	150.00	$718.50	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	27.00	$945.00	0.00	$0.00	$5,901.38
071005337102 TR-V1	GRANGER, PETER REBECCA GRANGER 2414 SOMMERS AVE MADISON, WI 53704-5613	2414 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	27.00	$945.00	0.00	$0.00	$5,590.88
071005337110 TR-V1	NELSON, KAREN S & ERNESTINE V NELSON 2418 SOMMERS AVE MADISON, WI 53704-5613	2418 Sommers Ave	44.50	Sommers Ave	---	---	No	75.00	$106.50	75.00	$359.25	0.00	$0.00	1.00	44.50	$2,047.89	1.00	$2,000.00	28.00	$980.00	0.00	$0.00	$5,493.64
071005337128 TR-V1	HUTCHISON, JAMES M & ALEIA I MCCORD 2422 SOMMERS AVE MADISON, WI 53704-5613	2422 Sommers Ave	37.00	Sommers Ave	---	---	No	75.00	$106.50	75.00	$359.25	50.00	$213.75	1.00	37.00	$1,702.74	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,292.24
071005337136 TR-V1	MITCHELL, BRIAN L & NANCY J MITCHELL 1435 N JENKINS DR OCONOMOWOC, WI 53066	2426 Sommers Ave	39.00	Sommers Ave	---	---	No	50.00	$71.00	50.00	$239.50	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,015.28
071005337144 TR-V1	HRYCKOWIAN, ANDREW NICOLE DAVIS 2432 SOMMERS AVE MADISON, WI 53704-5613	2432 Sommers Ave	39.00	Sommers Ave	---	---	No	50.00	$71.00	50.00	$239.50	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,015.28
071005337152 TR-V1	Deacon Housing LLC 802 STONEY HILL LN COTTAGE GROVE, WI 53527	2434 Sommers Ave	39.00	Sommers Ave	---	---	No	50.00	$71.00	50.00	$239.50	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,015.28
71005337160 TR-V1	NOLAN, TIMOTHY P 2436 SOMMERS AVE MADISON, WI 53704-5613	2436 Sommers Ave	39.00	Sommers Ave	118.00	Hudson Ave	Yes	50.00	$71.00	50.00	$239.50	0.00	$0.00	0.50	39.00	$897.39	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$4,117.89
071005338019 TR-V1	KOOB, ANNA ZACHARY HANES 2437 SOMMERS AVE MADISON, WI 53704	2437 Sommers Ave	39.00	Sommers Ave	118.00	Hudson Ave	Yes	50.00	$71.00	50.00	$239.50	0.00	$0.00	0.50	39.00	$897.39	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$4,082.89
071005338027 TR-V1	VENECHUK, NICHOLAS & GRACE VENECHUK 2433 SOMMERS AVE MADISON, WI 53704	2433 Sommers Ave	39.00	Sommers Ave	---	---	No	50.00	$71.00	50.00	$239.50	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,015.28
071005338035 TR-V1	BAUER, DEEDRIC 2429 SOMMERS AVE MADISON, WI 53704-5612	2429 Sommers Ave	39.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,290.78
071005338043 TR-V1	ZUENGLER TRUST, JANE E 2425 SOMMERS AVE MADISON, WI 53704-5612	2425 Sommers Ave	39.00	Sommers Ave	---	---	No	75.00	$106.50	75.00	$359.25	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,135.53
071005338051 TR-V1	ROTH, COLIN T & NICHOLE M ROTH 2421 SOMMERS AVE MADISON, WI 53704	2421 Sommers Ave	37.50	Sommers Ave	---	---	No	75.00	$106.50	75.00	$359.25	0.00	$0.00	1.00	37.50	$1,725.75	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,066.50
071005338069 TR-V1	BYELICH, COURTNEY DAVE COBER 2417 SOMMERS AVE MADISON, WI 53704-5612	2417 Sommers Ave	75.70	Sommers Ave	---	---	No	200.00	$284.00	150.00	$718.50	0.00	$0.00	1.00	75.70	$3,483.71	2.00	$4,000.00	50.00	$1,750.00	0.00	$0.00	$10,236.21

City of Madison Engineering Division - Preliminary Schedule of Assessments

Date: Wednesday, December 18, 2024
Project ID: 11825
Project Name: Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District – 2025
Project Description: Reconstruction: Evergreen Avenue from Center Avenue to Atwood Avenue, Ohio Avenue from Center Avenue to Atwood Avenue, and Sommers Avenue from Dunning Avenue to Hudson Avenue

*A factor has been applied for sidewalk and curb and gutter work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.

								Street Reconstruction Items										Sanitary Sewer Items				Storm Sewer Item		
								Remove Concrete Driveway Apron & Terrace Walk Assessment @		Replace Concrete Driveway Apron Assessment @		Replace Concrete Terrace Walk Assessment @		10' Pavement Reconstruction Assessment @			Sanitary Sewer Reconnect Assessment @		Remove & Replace Sanitary Lateral Assessment @		Private Storm Sewer Connection Assessment @		Total Assessment
Parcel Information			Frontage					$1.42	per SF	$4.79	per SF	$4.28	per SF	$46.02	per LF		$2,000.00	per Each	$35.00	per LF	$3,200.00	per Each	
Parcel No./ Zoning	Owner Name/ Mailing Address	Situs Address/ Parcel Location	LF	Frontage Street	LF	Frontage Street	Multiple Frontage	SF	Cost	SF	Cost	SF	Cost	Factor*	LF	Cost	Each	Cost	LF	Cost	Each	Cost	
071005338077 TR-V1	CALLACI, EMILY & STEPHEN YOUNG 2409 SOMMERS AVE MADISON, WI 53704-5612	2409 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,555.88
071005338085 TR-V1	MESSERSMITH, EMILY BURHANS, CHARLES 2407 SOMMERS AVE MADISON, WI 53704	2407 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,555.88
071005338093 TR-V1	LOYE, JONATHAN R KRISTA L LOYE 5 RANCH HOUSE LN MADISON, WI 53716	2401 Sommers Ave	44.00	Sommers Ave	115.00	Ohio Ave	Yes	200.00	$284.00	150.00	$718.50	0.00	$0.00	0.50	159.00	$3,658.59	2.00	$4,000.00	50.00	$1,750.00	0.00	$0.00	$10,411.09
071005338100 TR-V1	DOUGALD, SCOTT A 2402 CENTER AVE MADISON, WI 53704	2402 Center Ave	44.00	Center Ave	115.00	Ohio Ave	Yes	150.00	$213.00	150.00	$718.50	0.00	$0.00	0.50	115.00	$2,646.15	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$6,452.65
071006426011 TSS	2223 ATWOOD LLC PO BOX 6681 MADISON, WI 53716-0681	2225 Atwood Ave	44.00	Atwood Ave	115.00	Evergreen Ave	Yes	300.00	$426.00	300.00	$1,437.00	0.00	$0.00	1.00	115.00	$5,292.30	0.00	$0.00	0.00	$0.00	0.00	$0.00	$7,155.30
071006426061 TR-V1	OCONNELL, MARY ANN 2202 SOMMERS AV MADISON, WI 53704-5609	2202 Sommers Ave	44.00	Sommers Ave	115.00	Dunning St	Yes	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.50	44.00	$1,012.44	0.00	$0.00	0.00	$0.00	0.00	$0.00	$1,012.44
071006426079 TR-V1	WALLACE & STEHL JT REV TR 2206 SOMMERS AVE # 2 MADISON, WI 53704	2206 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	30.00	$128.25	1.00	44.00	$2,024.88	1.00	$2,000.00	28.00	$980.00	0.00	$0.00	$5,754.13
071006426087 TR-V1	ELDERBROCK, ERIC CECILIA GOLDSCHMIDT 2210 SOMMERS AVE MADISON, WI 53704	2210 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	30.00	$1,050.00	0.00	$0.00	$5,695.88
071006426095 TR-V1	JOHANSEN, RALPH D 322 EVERGREEN AVE MADISON, WI 53704-5607	322 Evergreen Ave	38.00	Evergreen Ave	88.00	Sommers Ave	Yes	200.00	$284.00	200.00	$958.00	50.00	$213.75	0.50	126.00	$2,899.26	1.00	$2,000.00	28.00	$980.00	0.00	$0.00	$7,335.01
071006426102 TR-V1	HAIMA, STEFANIE 318 EVERGREEN AVE MADISON, WI 53704	318 Evergreen Ave	38.00	Evergreen Ave	---	---	No	125.00	$177.50	125.00	$598.75	0.00	$0.00	1.00	38.00	$1,748.76	1.00	$2,000.00	31.00	$1,085.00	0.00	$0.00	$5,610.01
071006426110 TR-V1	MELIN AMBER AND CORY 314 EVERGREEN AVE MADISON, WI 53704	314 Evergreen Ave	39.00	Evergreen Ave	---	---	No	125.00	$177.50	125.00	$598.75	0.00	$0.00	1.00	39.00	$1,794.78	1.00	$2,000.00	31.00	$1,085.00	0.00	$0.00	$5,656.03
071006427100 TSS	MARTIN REVOCABLE TRUST, CURTIS J & PATRICIA A 609 MILLER AVE MADISON, WI 53704	2337 Atwood Ave	44.00	Atwood Ave	115.00	Ohio Ave	Yes	200.00	$284.00	200.00	$958.00	0.00	$0.00	1.00	115.00	$5,292.30	1.00	$2,000.00	30.00	$1,050.00	0.00	$0.00	$9,584.30
071006427168 TSS	PERGOLAS PERGOLA LLC 230 DUNNING ST MADISON, WI 53704	2301 Atwood Ave	44.00	Atwood Ave	115.00	Evergreen Ave	Yes	225.00	$319.50	225.00	$1,077.75	0.00	$0.00	1.00	115.00	$5,292.30	1.00	$2,000.00	31.00	$1,085.00	1.00	$3,200.00	$12,974.55
071006427176 TR-V1	KOHLMAN TRUST, VICTORIA J PATRICIA A KOHLMAN TRUST 831 WILLIAMSON ST MADISON, WI 53703-3547	2302 Sommers Ave	44.00	Sommers Ave	115.00	Evergreen Ave	Yes	0.00	$0.00	0.00	$0.00	30.00	$128.25	0.50	159.00	$3,658.59	1.00	$2,000.00	34.00	$1,190.00	0.00	$0.00	$6,976.84
071006427184 TR-V1	GERHARTZ, BRUCE P 1601 S RIVERSIDE DR EDGEWATER, FL 32132	2306 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88
071006427192 TR-V1	AMBROSIO, MATT 2310 SOMMERS AVE MADISON, WI 53704	2310 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88
071006427209 TR-V1	BAKER, BERNADETTE M 2314 SOMMERS AVE MADISON, WI 53704	2314 Sommers Ave	44.00	Sommers Ave	---	---	No	150.00	$213.00	150.00	$718.50	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,831.38

City of Madison Engineering Division - Preliminary Schedule of Assessments

Date: Wednesday, December 18, 2024
Project ID: 11825
Project Name: Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District – 2025
Project Description: Reconstruction: Evergreen Avenue from Center Avenue to Atwood Avenue, Ohio Avenue from Center Avenue to Atwood Avenue, and Sommers Avenue from Dunning Avenue to Hudson Avenue

*A factor has been applied for sidewalk and curb and gutter work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.

								Street Reconstruction Items										Sanitary Sewer Items				Storm Sewer Item		
								Remove Concrete Driveway Apron & Terrace Walk Assessment @		Replace Concrete Driveway Apron Assessment @		Replace Concrete Terrace Walk Assessment @		10' Pavement Reconstruction Assessment @			Sanitary Sewer Reconnect Assessment @		Remove & Replace Sanitary Lateral Assessment @		Private Storm Sewer Connection Assessment @		Total Assessment
Parcel Information			Frontage					$1.42	per SF	$4.79	per SF	$4.28	per SF	$46.02	per LF		$2,000.00	per Each	$35.00	per LF	$3,200.00	per Each	
Parcel No./ Zoning	Owner Name/ Mailing Address	Situs Address/ Parcel Location	LF	Frontage Street	LF	Frontage Street	Multiple Frontage	SF	Cost	SF	Cost	SF	Cost	Factor*	LF	Cost	Each	Cost	LF	Cost	Each	Cost	
071006427217 TR-V1	SIJAPATI REVOCABLE TRUST, KRISHNA & RADHA 408 MIDLAND LN MONONA, WI 53716-3827	2318 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	28.00	$980.00	0.00	$0.00	$5,625.88
071006427225 TR-V1	BANASZAK, SHAWN TANYA PETROVIC 2322 SOMMERS AVE MADISON, WI 53704	2322 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88
071006427233 TR-V1	CARRIER, ROBERTA S & MICHAEL J BYRNE 2326 SOMMERS AVE MADISON, WI 53704	2326 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88
071006427241 TR-V1	DRINKWINE, MONICA J GEOFF B KETTER 2330 SOMMERS AVE MADISON, WI 53704-5611	2330 Sommers Ave	44.00	Sommers Ave	115.00	Ohio Ave	Yes	100.00	$142.00	100.00	$479.00	0.00	$0.00	0.50	159.00	$3,658.59	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$7,189.59
071006428017 TR-V1	WAGNER, RANDALL L AARON SHULTZ 2329 SOMMERS AVE MADISON, WI 53704	2329 Sommers Ave	88.00	Sommers Ave	115.00	Ohio Ave	Yes	150.00	$213.00	150.00	$718.50	0.00	$0.00	0.50	203.00	$4,671.03	2.00	$4,000.00	52.00	$1,820.00	0.00	$0.00	$11,422.53
071006428025 TR-V1	HERSCHELMAN, FORREST B 2321 SOMMERS AVE # 1 MADISON, WI 53704-5610	2321 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	30.00	$128.25	1.00	44.00	$2,024.88	1.00	$2,000.00	27.00	$945.00	0.00	$0.00	$5,719.13
071006428033 TR-V1	BOHLIG, AMANDA J ELLIOT K STITH 2317 SOMMERS AVE MADISON, WI 53704	2317 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	30.00	$128.25	1.00	44.00	$2,024.88	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,684.13
071006428041 TR-V1	RAMSEY, TIMOTHY 2315 SOMMERS AVE MADISON, WI 53704	2315 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,555.88
071006428059 TR-V1	THIRTY SEVEN WINDOWS LLC 2402 CENTER AVE MADISON, WI 53704	2309 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88
071006428067 TR-V1	MULLARKEY, MICHAEL 3530 OLBRICH AVE MADISON, WI 53714-2853	2305 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88
071006428075 TR-V1	WEDGE, JOHN A & LYUDMILA J YASKO 2301 SOMMERS AVE MADISON, WI 53704	2301 Sommers Ave	44.00	Sommers Ave	115.00	Evergreen Ave	Yes	250.00	$355.00	250.00	$1,197.50	50.00	$213.75	0.50	159.00	$3,658.59	1.00	$2,000.00	30.00	$1,050.00	0.00	$0.00	$8,474.84
071006428083 TR-V1	LAVENDEL, BRIAN J & KIMBERLY R WILSON 2302 CENTER AVE MADISON, WI 53704	2302 Center Ave	44.00	Center Ave	115.00	Evergreen Ave	Yes	150.00	$213.00	150.00	$718.50	0.00	$0.00	0.50	115.00	$2,646.15	1.00	$2,000.00	32.00	$1,120.00	0.00	$0.00	$6,697.65
071006428158 TR-V1	LYSAUGHT, MARY THERESE WILLIAM M RIKER 2330 CENTER AVE MADISON, WI 53704	2330 Center Ave	44.00	Center Ave	115.00	Ohio Ave	Yes	150.00	$213.00	150.00	$718.50	0.00	$0.00	0.50	115.00	$2,646.15	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$6,487.65
071006429015 TR-V1	RAMSEY, WILLIAM H & MARY L BANDT 2217 SOMMERS AVE MADISON, WI 53704	2217 Sommers Ave	44.00	Sommers Ave	115.00	Evergreen Ave	Yes	250.00	$355.00	250.00	$1,197.50	30.00	$128.25	0.50	159.00	$3,658.59	1.00	$2,000.00	31.00	$1,085.00	0.00	$0.00	$8,424.34
071006429023 TR-V1	B & R CHURLEY LIV TRUST 2213 SOMMERS AVE MADISON, WI 53704	2213 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	2.00	$4,000.00	50.00	$1,750.00	0.00	$0.00	$8,395.88
071006429031 TR-V1	MEILLER, LARRY R 2209 SOMMERS AVE MADISON, WI 53704-5608	2209 Sommers Ave	44.00	Sommers Ave	---	---	No	125.00	$177.50	125.00	$598.75	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	26.00	$910.00	0.00	$0.00	$5,711.13
071006429049 TR-V1	EHRLINGER, SCOTT B 2205 SOMMERS AVE MADISON, WI 53704-5608	2205 Sommers Ave	44.00	Sommers Ave	---	---	No	100.00	$142.00	100.00	$479.00	0.00	$0.00	1.00	44.00	$2,024.88	1.00	$2,000.00	25.00	$875.00	0.00	$0.00	$5,520.88

City of Madison Engineering Division - Preliminary Schedule of Assessments

Date: **Wednesday, December 18, 2024**
Project ID: **11825**
Project Name: **Evergreen Avenue, Ohio Avenue, and Sommers Avenue Assessment District – 2025**
Project Description: **Reconstruction: Evergreen Avenue from Center Avenue to Atwood Avenue, Ohio Avenue from Center Avenue to Atwood Avenue, and Sommers Avenue from Dunning Avenue to Hudson Avenue**

*A factor has been applied for sidewalk and curb and gutter work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings.

								Street Reconstruction Items									Sanitary Sewer Items				Storm Sewer Item		
								Remove Concrete Driveway Apron & Terrace Walk Assessment @		Replace Concrete Driveway Apron Assessment @		Replace Concrete Terrace Walk Assessment @		10' Pavement Reconstruction Assessment @			Sanitary Sewer Reconnect Assessment @		Remove & Replace Sanitary Lateral Assessment @		Private Storm Sewer Connection Assessment @		Total Assessment
Parcel Information			Frontage					$1.42	per SF	$4.79	per SF	$4.28	per SF	$46.02	per LF		$2,000.00	per Each	$35.00	per LF	$3,200.00	per Each	
Parcel No./ Zoning	Owner Name/ Mailing Address	Situs Address/ Parcel Location	LF	Frontage Street	LF	Frontage Street	Multiple Frontage	SF	Cost	SF	Cost	SF	Cost	Factor*	LF	Cost	Each	Cost	LF	Cost	Each	Cost	
071006429057 TR-V1	ZASPEL, ALLAN CHARLES & DALE K MITCHELL 2201 SOMMERS AVE MADISON, WI 53704-5608	2201 Sommers Ave	44.00	Sommers Ave	115.00	Dunning St	Yes	0.00	$0.00	0.00	$0.00	0.00	$0.00	0.50	44.00	$1,012.44	0.00	$0.00	0.00	$0.00	0.00	$0.00	$1,012.44
071006429106 TR-V1	CRAWLEY PLANE TRUST 2218 CENTER AVE MADISON, WI 53704-5625	2218 Center Ave	44.00	Center Ave	115.00	Evergreen Ave	Yes	275.00	$390.50	275.00	$1,317.25	0.00	$0.00	0.50	115.00	$2,646.15	1.00	$2,000.00	31.00	$1,085.00	0.00	$0.00	$7,438.90
						TOTALS		6,125.00	$8,697.50	6,025.00	$28,859.75	400.00	$1,710.00	---	3,798.70	$130,890.08	53.00	$106,000.00	1,420.00	$49,700.00	1.00	$3,200.00	$329,057.33

WAIVER OF SPECIAL ASSESSMENT
NOTICES AND HEARING UNDER
SECTION 4.09(11), MADISON GENERAL ORDINANCES

We, the undersigned, being an owner of property benefited by the following proposed public improvement made by the CITY OF MADISON, of Dane County, Wisconsin, to-wit: Installation of a private storm sewer lateral; in consideration of the construction of said improvements by the City of Madison agree as follows:

1) In accordance with Section 4.09(11) of the Madison General Ordinances (MGO), we hereby waive all special assessment notices and hearings required by MGO Sec. 4.09, and we further agree that the benefit to our property from the construction of such improvement is $6,400.00 which we may elect to pay in eight (8) equal successive annual installments to be paid with the general taxes beginning with the year 2025.

2) The City of Madison shall have the right annually during the payment period above specified, to place a proportionate part of the principal of the special assessment, determined by the number of installments, together with interest at the rate of in effect at the time the assessment is levied, on the tax roll, to be collected together with the general taxes in the same manner as if said proportionate charge had been levied as a special assessment against the property. The interest payment shall be determined under Section 4.08(2) of the Madison General Ordinances, and each installment shall include a proportion of the principal and interest upon the unpaid portion of such assessment. The interest rate for 2024 is currently 5%.

3) If any installment so entered in the tax roll shall not be paid to the municipal treasurer with the other taxes it shall be returned to the county as delinquent and accepted and collected by the county in the same manner as delinquent general taxes on real estate.

4) Our address is 2301 Atwood Ave and our land is described as follows: Parcel# 0710-064-2716-8.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 4th day of March, 20 25.

_____ Susan Detering
- Owner

_____ Molly Moran
- Owner

_____ Conor Moran
- Witness

WAIVER OF SPECIAL ASSESSMENT
NOTICES AND HEARING UNDER
SECTION 4.09(11), MADISON GENERAL ORDINANCES

We, the undersigned, being an owner of property benefited by the following proposed public improvement made by the CITY OF MADISON, of Dane County, Wisconsin, to-wit: Installation of a private storm sewer lateral; in consideration of the construction of said improvements by the City of Madison agree as follows:

1) In accordance with Section 4.09(11) of the Madison General Ordinances (MGO), we hereby waive all special assessment notices and hearings required by MGO Sec. 4.09, and we further agree that the benefit to our property from the construction of such improvement is $3,200.00 which we may elect to pay in eight (8) equal successive annual installments to be paid with the general taxes beginning with the year 2025.

2) The City of Madison shall have the right annually during the payment period above specified, to place a proportionate part of the principal of the special assessment, determined by the number of installments, together with interest at the rate of in effect at the time the assessment is levied, on the tax roll, to be collected together with the general taxes in the same manner as if said proportionate charge had been levied as a special assessment against the property. The interest payment shall be determined under Section 4.08(2) of the Madison General Ordinances, and each installment shall include a proportion of the principal and interest upon the unpaid portion of such assessment. The interest rate for 2024 is currently 5%.

3) If any installment so entered in the tax roll shall not be paid to the municipal treasurer with the other taxes it shall be returned to the county as delinquent and accepted and collected by the county in the same manner as delinquent general taxes on real estate.

4) Our address is 2402 Center Ave and our land is described as follows: Parcel# 0710-053-3810-0.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 27TH day of FEBRUARY, 20 25.

- Owner

SCOTT DOUGALD
- Owner

Stacy Sandler

Stacy Sandler
- Witness

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94062

File ID:	94062	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Accepting storm sewer improvements constructed by Private Contract In 1004-1032 S. Park Street, Private Contract No. 2438			**Final Action:**	

Title: Accepting storm sewer improvements constructed by Private Contract In 1004-1032 S. Park Street, Private Contract No. 2438 (District 13).

Notes:

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	1004_1032 S Park St Storm Schedule A Unit Cost.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text:	This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026					
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94062

Fiscal Note

No City funds required. Private contract.

Title

Accepting storm sewer improvements constructed by Private Contract In 1004-1032 S. Park Street, Private Contract No. 2438 (District 13).

Body

WHEREAS, Peloton Residences, LLC, has satisfactorily completed the installation of storm sewer improvements by private contract, in accordance with the City of Madison Standard Specifications for Public Works Construction, in: 1004-1032 S. Park Street.

NOW, THEREFORE, BE IT RESOLVED

1. That said storm sewer improvements be and are hereby accepted.

2. That said storm sewer improvements are hereby assigned to the Madison Storm Water Utility for ownership and maintenance and that the attached Schedule "A" representing the actual cost of construction of these improvements shall be reflected in the Madison Storm Water Utility's "Utility Plant In Service".

Increase in Total Plant Value per Schedule “A” $2,497.63.

STORM SEWER PLANT VALUE
(Schedule 'A' / Storm Structures)

1004-1032 S Park St

Project No. 10933

STRUCTURES

Description	Quantity	Unit	Unit Cost	Total Cost
3X3 SAS	1	EACH	$ 2,230.03	$ 2,230.03
Engineering @ 12%				$ 267.60
Total Cost			$ 2,497.63	$ 2,497.63
Engineering @ 12%				
Total Cost			

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94066

File ID:	94066	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Accepting bituminous surface pavement constructed by Private Contract in Village at Autumn Lake Phase 13 - Surface Paving, Private Contract No. 9101			**Final Action:**	

Title: Accepting bituminous surface pavement constructed by Private Contract in Village at Autumn Lake Phase 13 - Surface Paving, Private Contract No. 9101 (District 17)

Notes:

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9101 Streets Schedule A bituminous.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text:	This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026					
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94066

Fiscal Note

No City funds required. Private contract.

Title

Accepting bituminous surface pavement constructed by Private Contract in Village at Autumn Lake Phase 13 - Surface Paving, Private Contract No. 9101 (District 17)

Body

WHEREAS, VAL, LLC has satisfactorily completed the installation bituminous surface pavement by private contract, in accordance with the City of Madison Standard Specifications

for Public Works Construction, for: Village at Autumn Lake Phase 13 - Surface Paving.
NOW, THEREFORE, BE IT RESOLVED

That the bituminous surface street improvements on the following streets be and are hereby accepted:

- Autumn Lake Parkway from N of Lot 1183 to Waterfall Way.
- Fountain Mist Circle from Autumn Lake Parkway to E of Lot 1183.
- Autumn Lake Parkway from Waterfall Way to Felland Road.
- Waterfall Way from Autumn Lake Parkway to Springs Dreams Lane.
- Waterfall Way from Springs Dreams Lane to N of Lot 1268.

The attached Schedule "A" representing the actual cost of construction of these improvements, which shall increase the street infrastructure value for Project No. 13857 by $14,768.32 for a useful life of 40 years.

STREET PLANT VALUE
BITUMINOUS SURFACE

Village at Autumn Lake Phase 13 - Surface Paving
13857

STREET

Description	From	To	Quantity	Unit	Unit Cost	Total Cost
Autumn Lake Parkway	**N of Lot 1183**	**Waterfall Way**	540	LF	$ 9.05	$ 4,887.00
Type 'B' Pavement 48' wide				*Engineering @ 12%*		$ 586.44
MS LINK 25865				***Total Cost***		$ 5,473.44
Fountain Mist Circle	**Autumn Lake Parkway**	**E of Lot 1183**	22	LF	$ 8.25	$ 181.50
Type 'A' Pavement 28' wide				*Engineering @ 12%*		$ 21.78
MS LINK 25864				***Total Cost***		$ 203.28
Autumn Lake Parkway	**Waterfall Way**	**Felland Road**	350	LF	$ 9.05	$ 3,167.50
Type 'B' Pavement 50' wide				*Engineering @ 12%*		$ 380.10
MS LINK 23397				***Total Cost***		$ 3,547.60
Waterfall Way	**Autumn Lake Parkway**	**Springs Dreams Lane**	300	LF	$ 8.25	$ 2,475.00
Type 'A' Pavement 28' wide				*Engineering @ 12%*		$ 297.00
MS LINK 26546				***Total Cost***		$ 2,772.00
Waterfall Way	**Springs Dreams Lane**	**N of Lot 1268**	300	LF	$ 8.25	$ 2,475.00
Type 'A' Pavement 28' wide				*Engineering @ 12%*		$ 297.00
MS LINK 26652				***Total Cost***		$ 2,772.00
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
GRAND TOTAL COST						$ 14,768.32

TOTAL STREET IMPROVEMENTS $ 14,768.32

Prepared By: aek
Date: 7/15/2026

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94067

File ID:	94067	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Bids for the Cypress Spray Park Redevelopment.			**Final Action:**	

Title: Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Bids for the Cypress Spray Park Redevelopment. (District 14)

Notes: Izzy Wilde

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	26_0710 Cypress Sprayground_DRAFT PRELIMINARY PLANS.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026						
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94067

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for the Cypress Spray Park Construction project. The total estimated cost of the project is $1.0 million. Funding is available in Munis #13508. No additional appropriation is required.

Title

Approving plans and specifications and authorizing the Board of Public Works to advertise and

receive bids for Bids for the Cypress Spray Park Redevelopment. (District 14)

Body

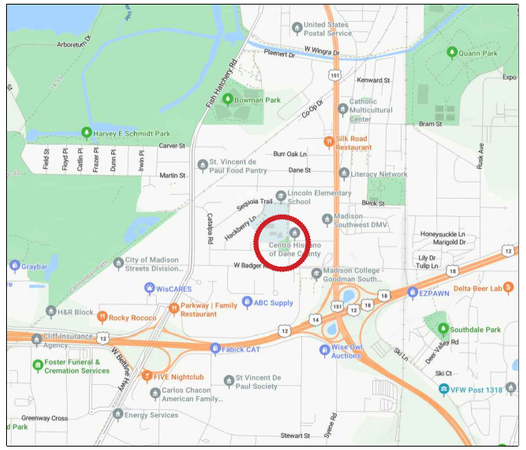
BE IT RESOLVED,

1) That the plans and specifications for Bids for the Cypress Spray Redevelopment project be and are hereby approved.

2) That the Board of Public Works be and is hereby authorized to advertise and receive bids for said project.

3) That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

PROJECT LOCATION MAP



PROJECT ADDRESS:
902 MAGNOLIA LANE, MADISON, WI 53713

NTS

PROJECT OVERVIEW

FINAL PROJECT MAY VARY FROM ABOVE RENDERING

NTS

INDEX TO DRAWINGS

T100	TITLE SHEET
C100	EXISTING CONDITIONS PLAN
C110	SITE DEMOLITION & EROSION CONTROL PLAN
C120	EXISTING SITE PHOTOS
C200	SITE LAYOUT PLAN
C210	SITE LAYOUT PLAN - SPLASHPAD
C400	SITE GRADING & UTILITY PLAN
C500	SPLASHPAD FEATURES PLAN
C510	SPLASHPAD FEATURE LAYOUT PLAN
C520	SPLASHPAD GRADING PLAN
C530	SPLASHPAD PLUMBING PLAN
C540	SPLASHPAD ELECTRICAL PLAN
C550	SPLASHPAD RENDERINGS
C560	SPLASHPAD CONTROLLER CABINET DETAILS
C561	SPLASHPAD CONTROLLER CABINET DETAILS
C700	PLAYGROUND EQUIPMENT PLAN
C701	PLAYGROUND SURFACING PLAN
C710	PLAYGROUND RENDERINGS
C800	LANDSCAPE & RESTORATION PLAN
C900	CONSTRUCTION DETAILS
C901	CONSTRUCTION DETAILS
C902	CONSTRUCTION DETAILS
C903	CONSTRUCTION DETAILS
C904	CONSTRUCTION DETAILS
C905	CONSTRUCTION DETAILS

SPLASHPAD MANUFACTURER INSTALLATION DETAILS

VOR 1004	PLAYSAFE DRAIN No. 4
VOR 0301	GEYSER N°1
VOR 0303	ROOSTER TRAIL
VOR 0322	WATER BLOOM N°1
VOR 0325	JET STREAM N°2
VOR 0328	TEAM SPRAY N°3
VOR 7010	WATER JELLY N°1
VOR 7249	CASCADE RIVER
VOR 7258	HELICO BIRDS
VOR 7516	SPLIT STREAM
VOR 7799	SPIROO
VOR 33907	MAESTRO PRO CONTROLLER
VOR55000.0430	SAFESWAP N°1
VOR55000.0570	SAFESWAP N°2

CIVIL ENGINEER:
PARKITECTURE + PLANNING
901 DEMING WAY, SUITE 201
MADISON, WI 53717
608.203.8203

LANDSCAPE ARCHITECT:
PARKITECTURE + PLANNING
901 DEMING WAY, SUITE 201
MADISON, WI 53717
608.203.8203

CYPRESS PARK SPRAYGROUND
CITY OF MADISON
MADISON, WI

PROJECT NUMBER 26.004
CITY OF MADISON CONTRACT # xxxx

DIGGERS HOTLINE
Dial 811 or (800) 242-8511
www.DiggersHotline.com

PARKITECTURE + PLANNING
901 Deming Way, Suite 201
Madison,WI.53717
608.203.8203
Parkitecture

Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

Sheet Title:
TITLE SHEET

Revisions:

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Sheet Number
T100

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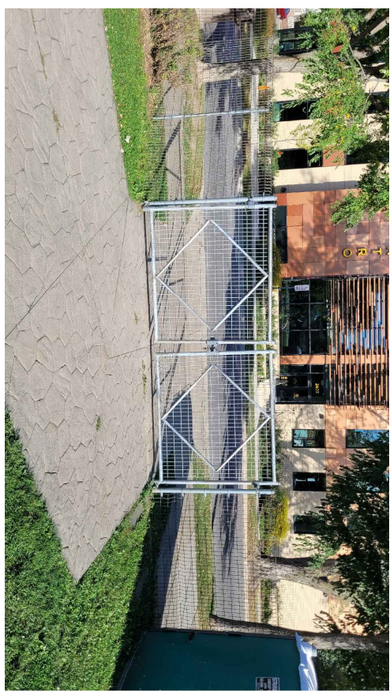

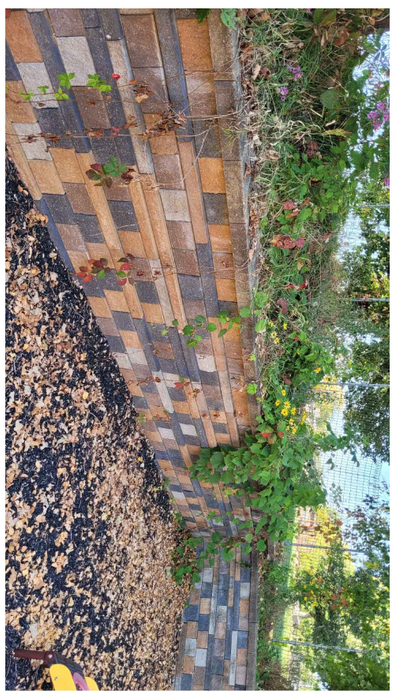

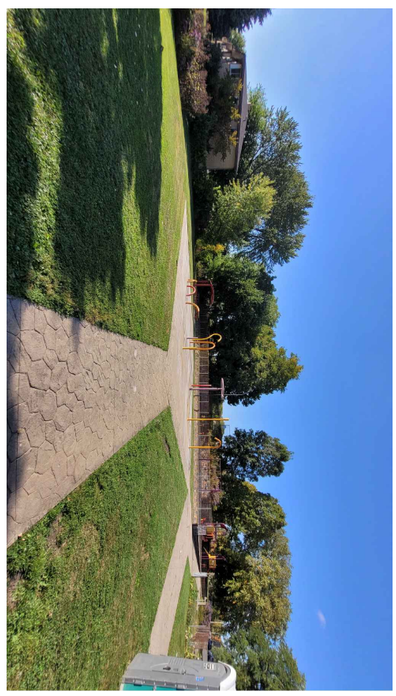

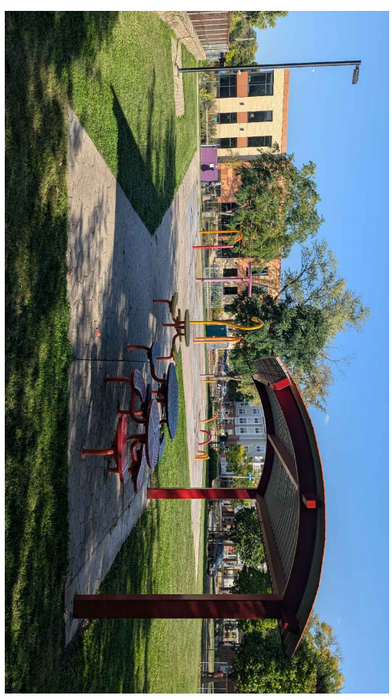

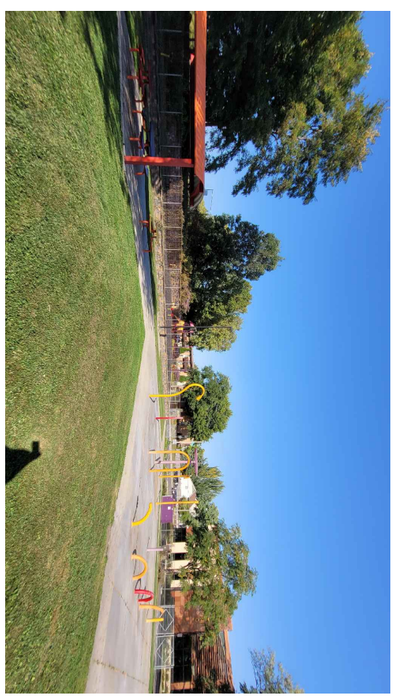

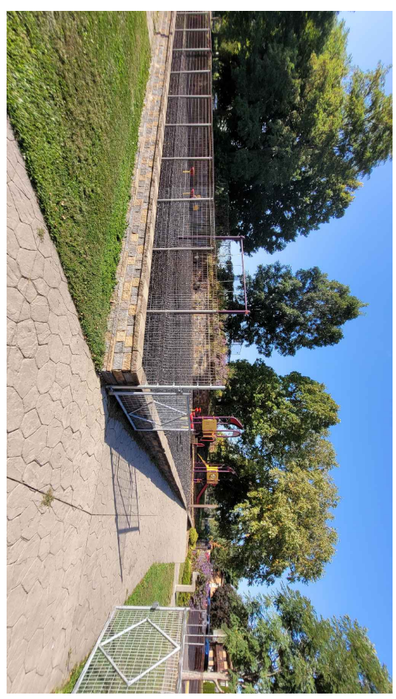

Sheet Number
C120

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Revisions:

Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

Sheet Title:
EXISTING SITE PHOTOS

PARKITECTURE + PLANNING
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Madison.WI.53717
608.203.8203

SITE LAYOUT NOTES

1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
2. ALL PROPOSED DIMENSIONS ARE REFERENCED PARALLEL OR PERPENDICULAR TO THE PROPOSED FEATURES SHOWN. WRITTEN DIMENSIONS SUPERSEDE ANY SCALED DIMENSIONS.
3. PROPOSED GRADE AND LEVEL SHALL BE PERIODICALLY REVIEWED IN THE FIELD BY THE OWNER OR A/E.
4. ALL CONCRETE POURS SHALL BE DOWELED TOGETHER UNLESS OTHERWISE APPROVED BY THE A/E.
5. CONTRACTOR SHALL BE RESPONSIBLE FOR SITE STAKING. DIGITAL PLAN FILES MAY BE AVAILABLE FROM THE A/E.

EX. FENCE TO REMAIN
RELOCATED SHADE STRUCTURE w/FOOTINGS (1 C904)
EX. LIGHT POLE TO REMAIN
STONE SEAT BLOCK (TYP) (5 C905)
DRINKING FOUNTAIN (X CXXX)
CONCRETE PAVEMENT (1 C902)
SHADE STRUCTURE w/FOOTINGS (1 C904)
THICKENED EDGE CONCRETE (ALL EDGES ADJACENT TO PLAYGROUND/ LANDSCAPING) (4 C902)
LANDSCAPING BED
PLAYGROUND CURB (5 C902)
BENCH (X CXXX)
4' DECORATIVE FENCE (7 C905)
X CXXX 4-FT GATE
X CXXX 10-FT GATE
REINSTALL RELOCATED BIKE RACK
PORTABLE RESTROOM (BY OWNER)
EX. BIKE RACK TO REMAIN
0' 10' 20'

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

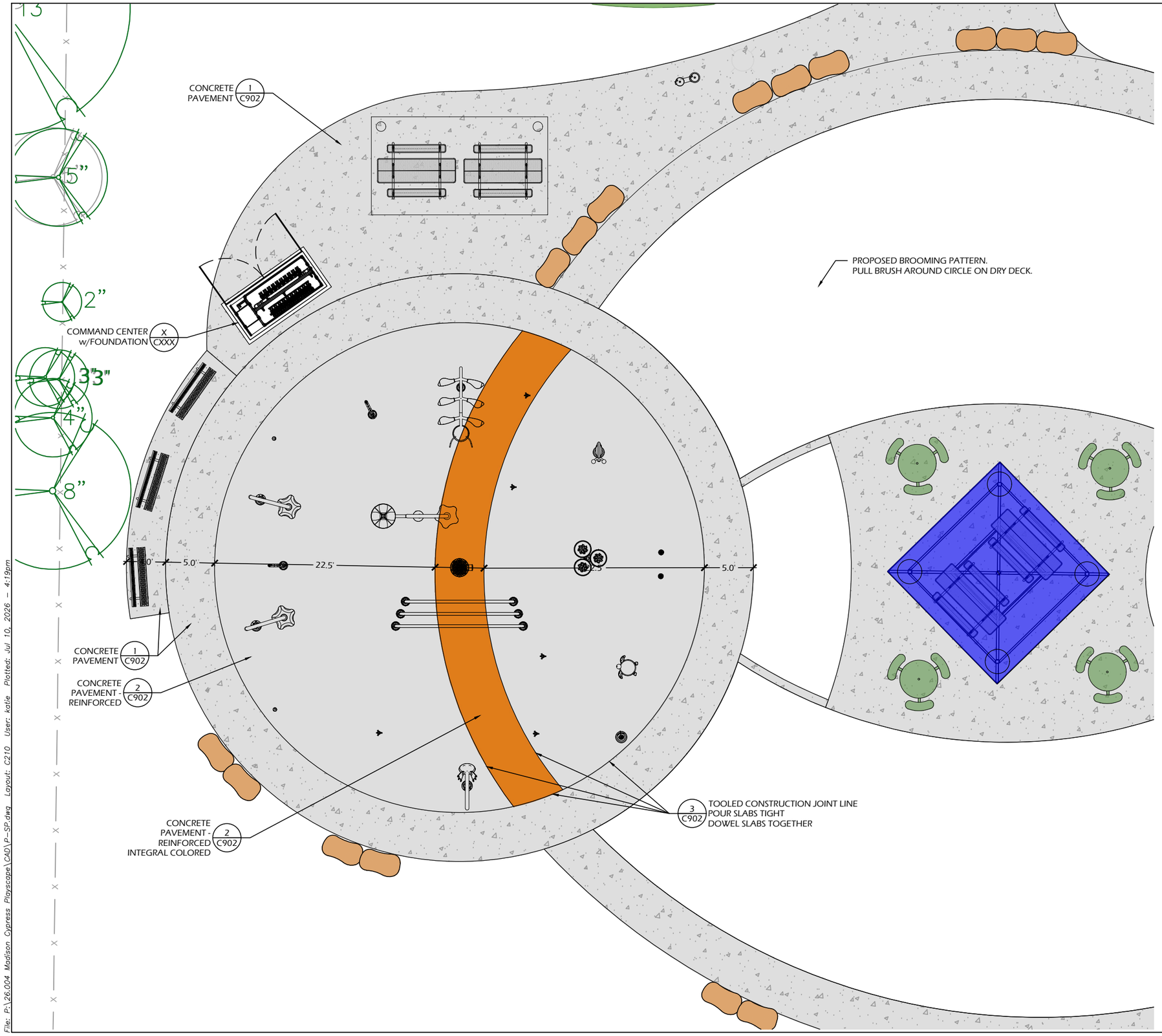
Sheet Title:
SITE LAYOUT PLAN

Revisions:

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Sheet Number
C200

File: P:\26.004 Madison Cypress Playscape\CAD\P-SP.dwg Layout: C200 User: katie Plotted: Jul 10, 2026 - 4:19pm



CONCRETE FINISH NOTES

1. CONCRETE PAVEMENT - COLORED & REINFORCED - COLOR 'A':
   - 1.1. INTEGRAL COLORED CONCRETE
     - 1.1.1. SOLOMON COLORS MARIGOLD OR APPROVED EQUAL
   - 1.2. MEDIUM BROOM FINISH
   - 1.3. NON-SLIP ADDITIVE SUCH AS SHARK-GRIP MUST BE APPLIED TO THE FINAL SURFACE PER SPECIFICATIONS.
2. CONCRETE PAVEMENT (DRY DECK/SIDEWALK)
   - 2.1. MEDIUM BROOM FINISH
   - 2.2. BROOMING PATTERN AS SHOWN ON PLANS
   - 2.3. NON-SLIP ADDITIVE SUCH AS SHARK-GRIP MUST BE APPLIED TO THE FINAL SURFACE PER SPECIFICATIONS, WITHIN THE SPLASHPAD.
3. CONTRACTOR TO CONSTRUCT 2'x2' TEST PANELS FOR APPROVAL FOR EACH CONCRETE TYPE TO DEMONSTRATE COLORS, BROOMING PATTERNS, AND SEALER FINISH. BROOM FINISH SHALL MEET SPECIFICATION REQUIREMENTS FOR SLIP RESISTANCE.
4. CONCRETE JOINTING IS SHOWN FOR DESIGN INTENT. FINAL SCORING PLANS SHALL BE SUBMITTED TO THE A/E FOR REVIEW AS A SHOP SUBMITTAL.
5. ALL CONCRETE POURS SHALL BE DOWELED TOGETHER UNLESS OTHERWISE APPROVED BY THE A/E.

LEGEND

- CONCRETE PAVEMENT
- CONCRETE PAVEMENT REINFORCED
- CONCRETE PAVEMENT COLOR 'A' SOLOMON COLORS -
- PROJECT LIMIT LINE

MEDIUM BROOM FINISH

0' 5' 10'

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

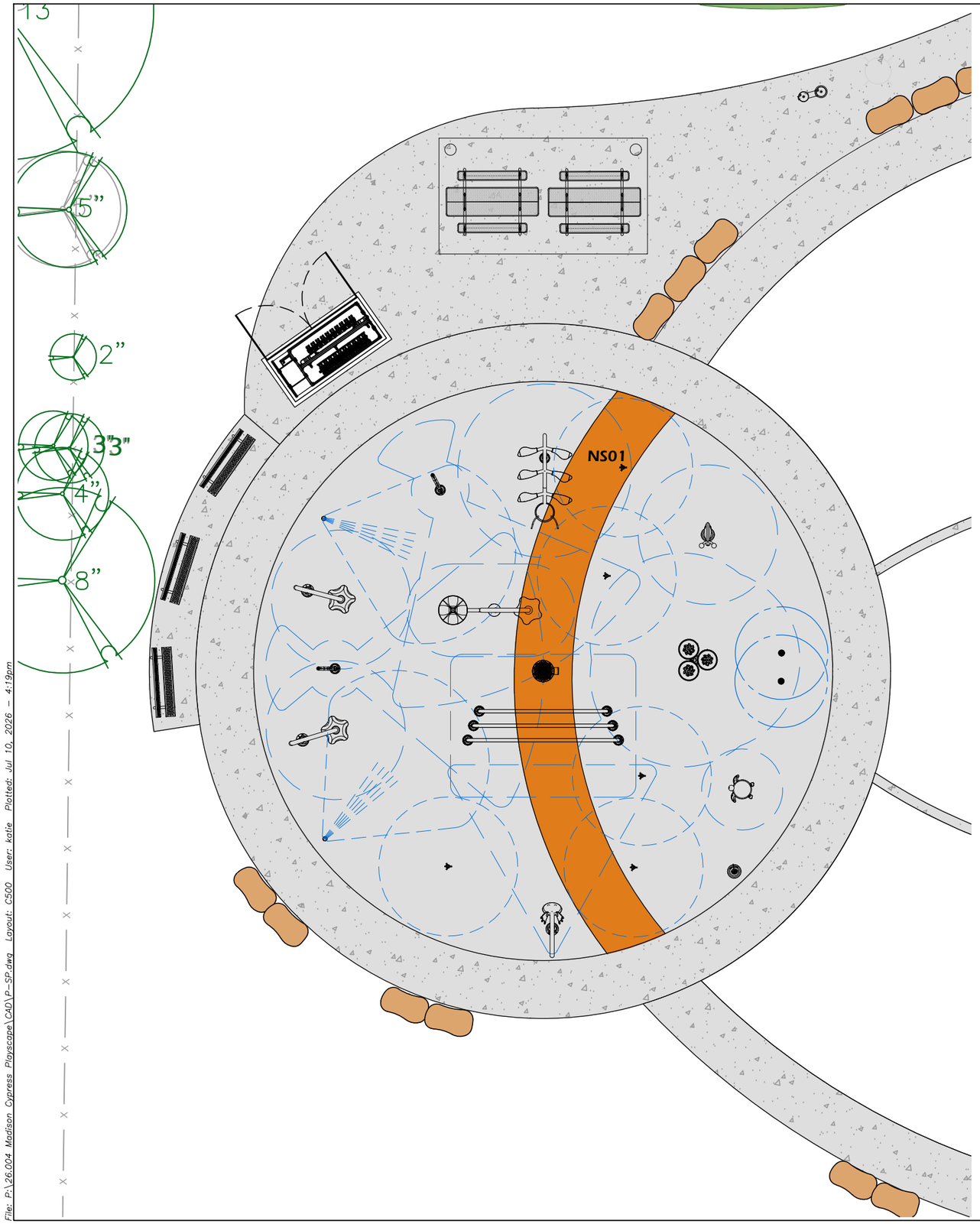
Sheet Title:
SITE LAYOUT PLAN - SPLASHPAD

Revisions:

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Sheet Number
C210

File: P:\26.004 Madison Cypress Playscape\CAD\P-SP.dwg Layout: C210 User: katie Plotted: Jul 10, 2026 - 4:19pm



Product Legend		
Product Ref.	Product	Qty
IA	Activator N°4 VOR 0622	1
IB	Playsafe Drain N°4 VOR 1004	1
IC	Custom Water Distribution System	1
ID1	MaestroPRO Controller 24 out/ 12 in VOR-33907.3200	1
ID2	MaestroPRO Power Box VOR-33907.3200	1
	3" Pressure Regulator (by Contractor)	1
	3" Backflow Preventer (By Contractor)	1
	1" Solenoid Valve with Ball Valve (by Vortex)	20

Feature Connection Table

Manifold Output Ref.	Splenoid PVC	Feature Ref.	Feature	Qty	Line Size	Gpm	Output (ID1)
S01	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	1
S02	1" Std	I	Water Jelly N°1 VOR 7010	2	1 1/2"	12	2
S03	1" Std	D	Turtle N°2 VOR 7216	1	1 1/2"	12.5	3
S04	1" Std	E	Bobble N°2 VOR 7233	1	1 1/2"	21.5	4
S05	1" Std	C	Snail N°4 VOR 7217	1	1"	6.5	5
S06	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	6
S07	1" Std	A	Gardenbug VOR 7785	1	1"	9	7
S08	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	8
S09	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	9
S10	1" Std	B	Flower N°2 VOR 7550	1	1 1/2"	22.5	10
S11	1" Std	H	Rainbow N°2 VOR 0548	1	1 1/2"	22.5	11
S12	1" Std	F	Snake N°1 VOR 7213	1	2"	30	12
S13	1" Std						13
S14	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	14
S15	1" Std	J	Rooster Tail VOR 0303	1	1"	9	15
S16	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	16
S17	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	17
S18	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	18
S19	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	19
S20	1" Std	J	Rooster Tail VOR 0303	1	1"	9	20

Electrical Line Connections Power

Product Code	From	To	# Conductors	Gauge/Type	Note
PA	Main Power Line	ID2 120VAC	3	TBD (by Other)	120V, 1 Phase, 60Hz, 10Amps Breaker Recommended ± 5% Voltage Drop is Acceptable

Electrical Line Connections Controller Inputs

Product Code	From	To	# Conductors	Gauge/ Type	Note
EIA	ID1-Input 1	IA	2	22	Activator No 4 24 VDC, Max 350 mA, Max 300' (By Contractor)

0' 5' 10'

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

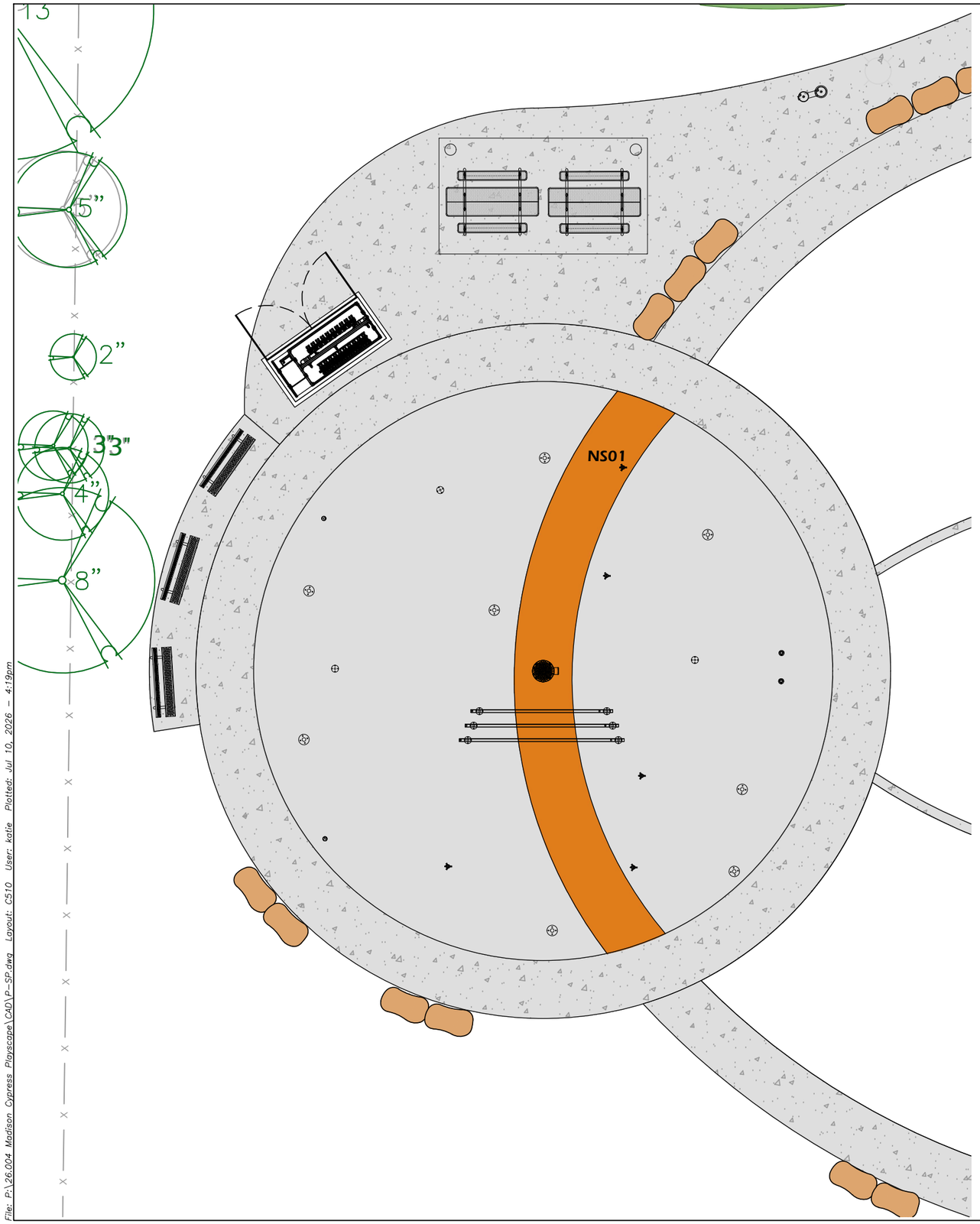
Sheet Title:
SPLASHPAD FEATURES PLAN

Revisions:

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Sheet Number
C500

File: P:\26.004 Madison Cypress Playscape\CAD\P-SP.dwg Layout: C500 User: katie Plotted: Jul 10, 2026 - 4:19pm



Product Legend		
Product Ref.	Product	Qty
IA	Activator N°4 VOR 0622	1
IB	Playsafe Drain N°4 VOR 1004	1
IC	Custom Water Distribution System	1
ID1	MaestroPRO Controller 24 out/ 12 in VOR-33907.3200	1
ID2	MaestroPRO Power Box VOR-33907.3200	1
	3" Pressure Regulator (by Contractor)	1
	3" Backflow Preventer (By Contractor)	1
	1" Solenoid Valve with Ball Valve (by Vortex)	20

Feature Connection Table

Manifold Output Ref.	Splenoid PVC	Feature Ref.	Feature	Qty	Line Size	Gpm	Output (ID1)
S01	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	1
S02	1" Std	I	Water Jelly N°1 VOR 7010	2	1 1/2"	12	2
S03	1" Std	D	Turtle N°2 VOR 7216	1	1 1/2"	12.5	3
S04	1" Std	E	Bobble N°2 VOR 7233	1	1 1/2"	21.5	4
S05	1" Std	C	Snail N°4 VOR 7217	1	1"	6.5	5
S06	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	6
S07	1" Std	A	Gardenbug VOR 7785	1	1"	9	7
S08	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	8
S09	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	9
S10	1" Std	B	Flower N°2 VOR 7550	1	1 1/2"	22.5	10
S11	1" Std	H	Rainbow N°2 VOR 0548	1	1 1/2"	22.5	11
S12	1" Std	F	Snake N°1 VOR 7213	1	2"	30	12
S13	1" Std						13
S14	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	14
S15	1" Std	J	Rooster Tail VOR 0303	1	1"	9	15
S16	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	16
S17	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	17
S18	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	18
S19	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	19
S20	1" Std	J	Rooster Tail VOR 0303	1	1"	9	20

Electrical Line Connections Power

Product Code	From	To	# Conductors	Gauge/Type	Note
PA	Main Power Line	ID2 120VAC	3	TBD (by Other)	120V, 1 Phase, 60Hz, 10Amps Breaker Recommended ± 5% Voltage Drop is Acceptable

Electrical Line Connections Controller Inputs

Product Code	From	To	# Conductors	Gauge/ Type	Note
EIA	ID1-Input 1	IA	2	22	Activator No 4 24 VDC, Max 350 mA, Max 300' (By Contractor)

0' 5' 10'

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

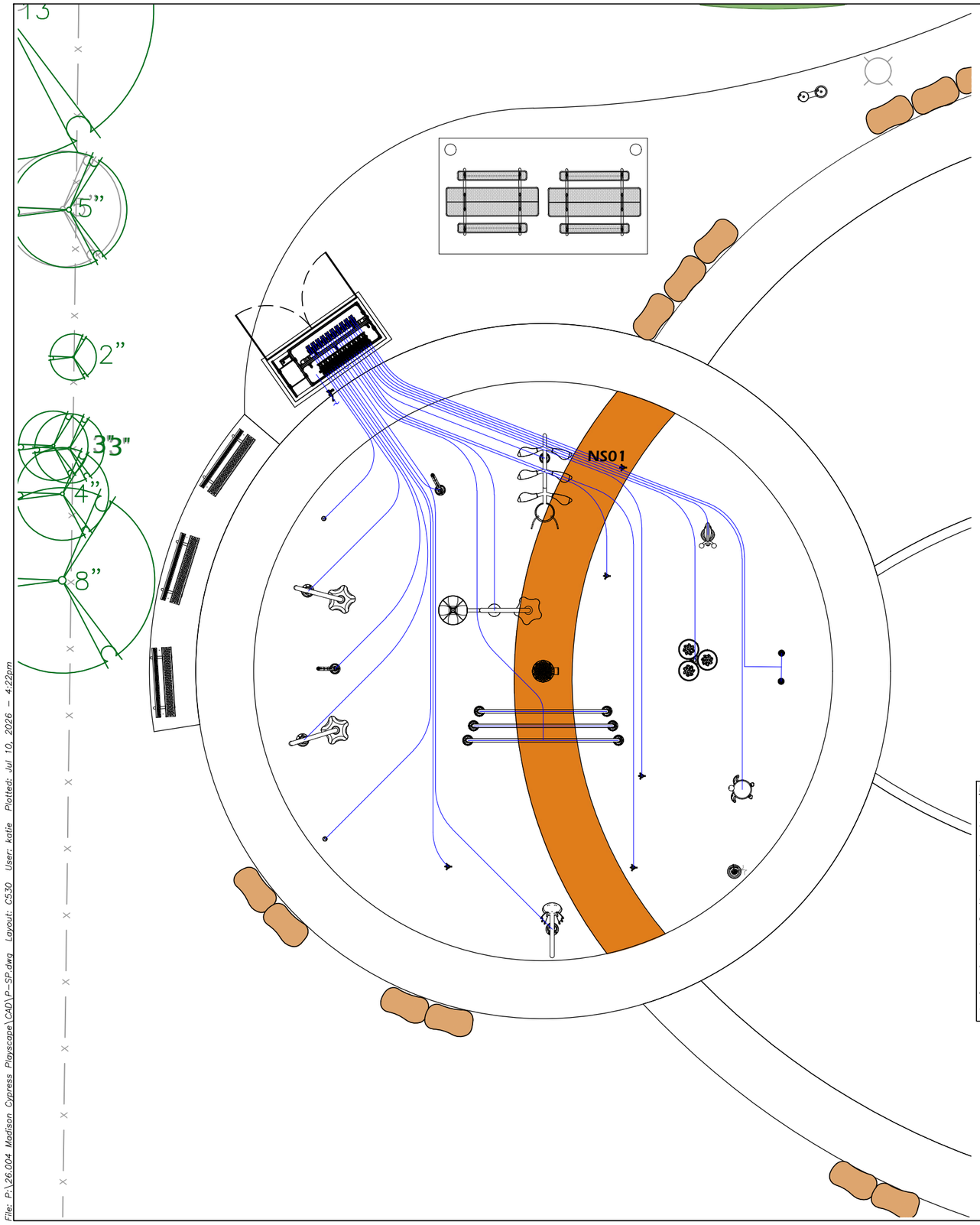
Sheet Title:
SPLASHPAD FEATURE LAYOUT PLAN

Revisions:

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Sheet Number
C510

File: P:\26.004 Madison Cypress Playscape\CAD\P-SP.dwg Layout: C510 User: katie Plotted: Jul 10, 2026 - 4:19pm



Product Legend		
Product Ref.	Product	Qty
IA	Activator N°4 VOR 0622	1
IB	Playsafe Drain N°4 VOR 1004	1
IC	Custom Water Distribution System	1
ID1	MaestroPRO Controller 24 out/ 12 in VOR-33907.3200	1
ID2	MaestroPRO Power Box VOR-33907.3200	1
	3" Pressure Regulator (by Contractor)	1
	3" Backflow Preventer (By Contractor)	1
	1" Solenoid Valve with Ball Valve (by Vortex)	20

ELECTRICAL LINE

BONDING WIRE

WATER LINE

DRAIN LINE

FEATURE REFERENCE LEGEND

AS01 FEATURE NAME REFERENCE

A**S01** MANIFOLD LINE NUMBER

SPLASHPAD INFORMATION	
WET DECK AREA (SF)	1963
TOTAL FEATURE FLOW RATE (GPM)	1
AVERAGE SEQUENCED FLOW RATE (GPM)	110

NO 90° VERTICAL OR HORIZONTAL BENDS IN SUPPLY OR DRAINLINE PIPES SHALL BE PERMITTED. CONTRACTOR SHALL OBTAIN INSPECTION BY OWNER OR A/E PRIOR TO COVERING ALL PIPES WITH BEDDING. CONTRACTOR SHALL PHOTO DOCUMENT ALL PIPE RUNS PRIOR TO PLACING COVER BEDDING.

Feature Connection Table

Manifold Output Ref.	Splenoid PVC	Feature Ref.	Feature	Qty	Line Size	Gpm	Output (ID1)
S01	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	1
S02	1" Std	I	Water Jelly N°1 VOR 7010	2	1 1/2"	12	2
S03	1" Std	D	Turtle N°2 VOR 7216	1	1 1/2"	12.5	3
S04	1" Std	E	Bobble N°2 VOR 7233	1	1 1/2"	21.5	4
S05	1" Std	C	Snail N°4 VOR 7217	1	1"	6.5	5
S06	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	6
S07	1" Std	A	Gardenbug VOR 7785	1	1"	9	7
S08	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	8
S09	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	9
S10	1" Std	B	Flower N°2 VOR 7550	1	1 1/2"	22.5	10
S11	1" Std	H	Rainbow N°2 VOR 0548	1	1 1/2"	22.5	11
S12	1" Std	F	Snake N°1 VOR 7213	1	2"	30	12
S13	1" Std						13
S14	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	14
S15	1" Std	J	Rooster Tail VOR 0303	1	1"	9	15
S16	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	16
S17	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	17
S18	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	18
S19	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	19
S20	1" Std	J	Rooster Tail VOR 0303	1	1"	9	20

PIPING NOTES

1. PIPING CONFIGURATION SHOWN IS SCHEMATIC AND MAY BE MOVED OR ADJUSTED ON SITE BY INSTALLER TO ADJUST FOR SITE CONDITIONS
2. ANY REQUIRED BACKFLOW PREVENTER AND WATER METER ON THE CITY WATER MAIN SHALL BE PROVIDED BY INSTALLER. PRESSURE REGULATOR WILL BE PROVIDED BY VORTEX.
3. ALL PIPE LINES TO FEATURES TO HAVE A 1% MINIMUM RECOMMENDED SLOPE FOR PROPER WINTERIZATION.
4. ALL LINE SIZING (FEATURE CONNECTION TABLE) ASSUMES A MAXIMUM DISTANCE OF 100 FEET BETWEEN THE WATER DISTRIBUTION MANIFOLD AND THE FURTHEST PLAY PRODUCT.
5. PRESSURE LINES ARE RECOMMENDED TO BE SCHEDULE 80 PVC OR PEX, AND NON-PRESSURE LINES TO BE SCHEDULE 40.
6. PIPING SHOULD BE INSPECTED AFTER TRANSPORTATION FOR CUTS, SCRATCHES, GOUGES OR SPLITS; DAMAGED SECTIONS MUST BE DISCARDED OR CUT OUT.
7. FEATURE SUPPLY PIPING SHALL BE INSTALLED A MINIMUM OF 12" DEEP, 18" PREFERRED.
8. SPECIAL CONSIDERATIONS SHOULD BE TAKEN FOR THERMAL CONDITIONS, EXPANSION AND CONTRACTIONS DUE TO TEMPERATURE SHOULD BE EVALUATED BEFORE THE INSTALLATION BY THE CONTRACTOR.
9. VALVE NUMBER 1 IS LOCATED TO THE LEFT OF THE MANIFOLD FACING THE CONTROLLER.
10. MINIMUM 50 PSI REQUIRED AT THE INLET OF THE BACKFLOW PREVENTER AND PRESSURE REGULATING DEVICE.

0' 5' 10'

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

Sheet Title:
SPLASHPAD PLUMBING PLAN

Revisions:

Project #: 26.004
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Sheet Number
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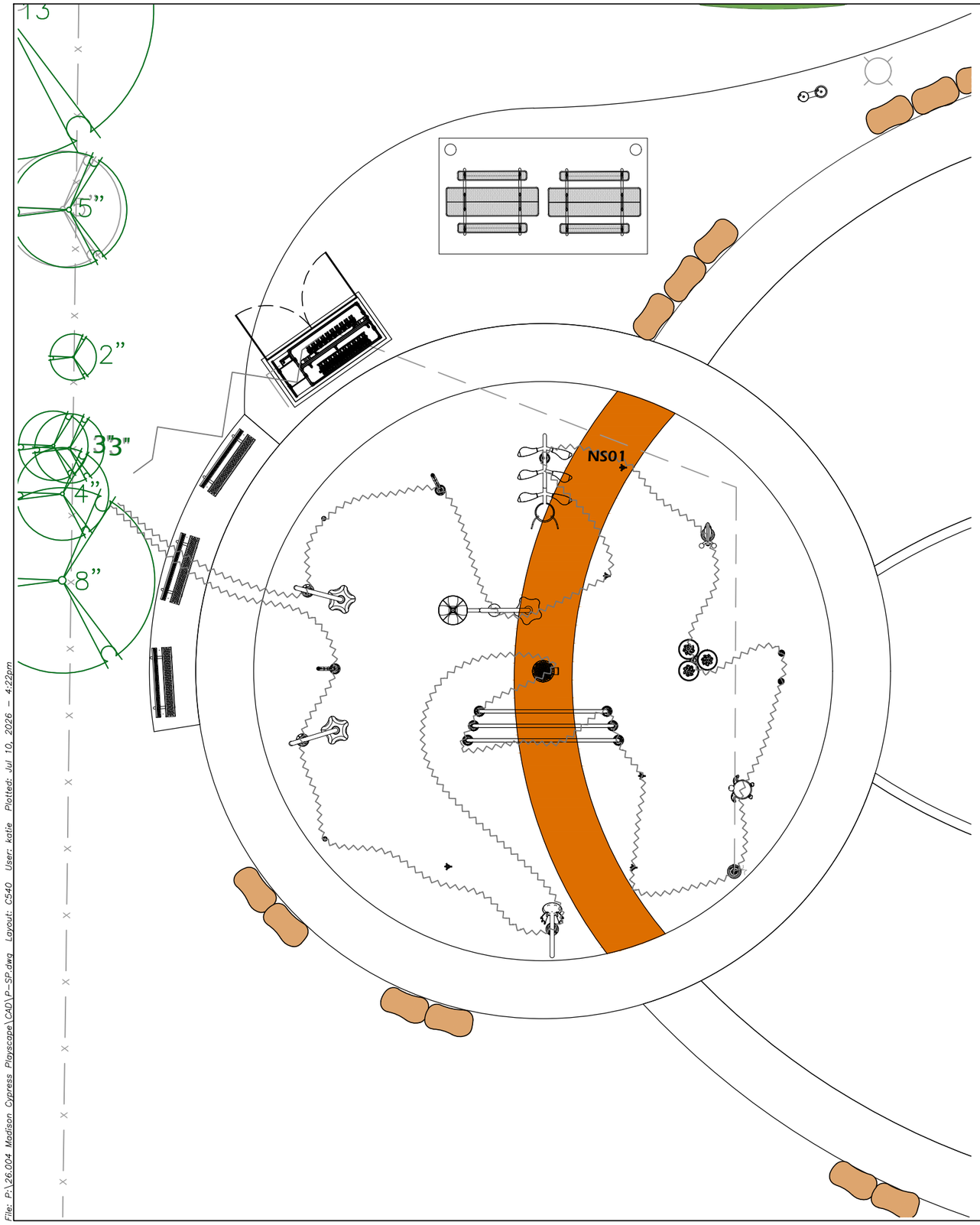
File: P:\26.004 Madison Cypress Playscape\CAD\P-SP.dwg Layout: C530 User: katie Plotted: Jul 10, 2026 - 4:22pm



Product Legend		
Product Ref.	Product	Qty
IA	Activator N°4 VOR 0622	1
IB	Playsafe Drain N°4 VOR 1004	1
IC	Custom Water Distribution System	1
ID1	MaestroPRO Controller 24 out/ 12 in VOR-33907.3200	1
ID2	MaestroPRO Power Box VOR-33907.3200	1
	3" Pressure Regulator (by Contractor)	1
	3" Backflow Preventer (By Contractor)	1
	1" Solenoid Valve with Ball Valve (by Vortex)	20

ELECTRICAL LINE

BONDING WIRE

WATER LINE

DRAIN LINE

FEATURE REFERENCE LEGEND

AS01 FEATURE NAME REFERENCE

A**S01** MANIFOLD LINE NUMBER

SPLASHPAD INFORMATION	
WET DECK AREA (SF)	1963
TOTAL FEATURE FLOW RATE (GPM)	1
AVERAGE SEQUENCED FLOW RATE (GPM)	110

Feature Connection Table

Manifold Output Ref.	Splenoid PVC	Feature Ref.	Feature	Qty	Line Size	Gpm	Output (ID1)
S01	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	1
S02	1" Std	I	Water Jelly N°1 VOR 7010	2	1 1/2"	12	2
S03	1" Std	D	Turtle N°2 VOR 7216	1	1 1/2"	12.5	3
S04	1" Std	E	Bobble N°2 VOR 7233	1	1 1/2"	21.5	4
S05	1" Std	C	Snail N°4 VOR 7217	1	1"	6.5	5
S06	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	6
S07	1" Std	A	Gardenbug VOR 7785	1	1"	9	7
S08	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	8
S09	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	9
S10	1" Std	B	Flower N°2 VOR 7550	1	1 1/2"	22.5	10
S11	1" Std	H	Rainbow N°2 VOR 0548	1	1 1/2"	22.5	11
S12	1" Std	F	Snake N°1 VOR 7213	1	2"	30	12
S13	1" Std						13
S14	1" Std	N	Fountain Spray N°1 VOR 7513	1	1"	5	14
S15	1" Std	J	Rooster Tail VOR 0303	1	1"	9	15
S16	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	16
S17	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	17
S18	1" Std	K	Seaweed N°1 VOR 7779	1	1"	3	18
S19	1" Std	G	Flower N°1 VOR 7549	1	1 1/2"	15	19
S20	1" Std	J	Rooster Tail VOR 0303	1	1"	9	20

Electrical Line Connections Power

Product Code	From	To	# Conductors	Gauge/Type	Note
PA	Main Power Line	ID2 120VAC	3	TBD (by Other)	120V, 1 Phase, 60Hz, 10Amps Breaker Recommended ± 5% Voltage Drop is Acceptable

Electrical Line Connections Controller Inputs

Product Code	From	To	# Conductors	Gauge/ Type	Note
EIA	ID1-Input 1	IA	2	22	Activator No 4 24 VDC, Max 350 mA, Max 300' (By Contractor)

ELECTRICAL NOTES

1. WIRING FROM THE CONTROLLER TO EACH ACTIVATOR SHALL BE #22 AWG. A TOTAL OF FIVE (5) CONDUCTORS PER ACTIVATOR.CABLE LENGTH UP TO 246', PROVIDED BY MANUFACTURER.
2. ALL CONNECTIONS TO THE CONTROLLER AND OTHER MANUFACTURER ELECTRICAL PANELS SHALL BE PERFORMED USING AN APPROVED NEMA 4X CONNECTOR.
3. MAIN POWER TO BE SUPPLIED AND INSTALLED BY OWNER.
4. MAINTAIN A MINIMUM CLEARANCE ZONE OF 36" IN FRONT OF ELECTRICAL PANEL, UNLESS OTHERWISE REQUESTED BY LOCAL CODE.
5. USE #8 BARE COPPER BONDING WIRE BETWEEN FEATURES TO A GROUNDING ROD IN THE SOIL, TIED INTO REBAR GRID, OR AS PER LOCAL CODE.
6. AS PER ELECTRICAL CONSTRUCTION AND SAFETY CODES: CONTROLLER AND/OR ANY OTHER ELECTRICAL EQUIPMENT MUST BE HARD-WIRED TO A GROUND FAULT CIRCUIT INTERRUPTER (GFCI) FROM THE INPUT POWER SOURCE.
7. ALL ELECTRICAL WORK SHOULD BE PERFORMED BY A LICENCED ELECTRICIAN IN ACCORDANCE TO LOCAL ELECTRICAL CONSTRUCTION AND SAFETY CODES.
8. THE MAESTROPRO CONTROL PANEL IS POWERED THROUGH A MAESTROPRO POWERBOX.
9. THE POWER CABLE TO MAESTROPRO POWER BOX IS SUPPLIED BY INSTALLER.
10. THE MAESTROPRO CONTROL PANEL INTEGRATES 24 DIGITAL OUTPUTS WITH 24 VAC AND 12 DIGITAL INPUTS.

0' 5' 10'

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

Sheet Title:
SPLASHPAD ELECTRICAL PLAN

Revisions:

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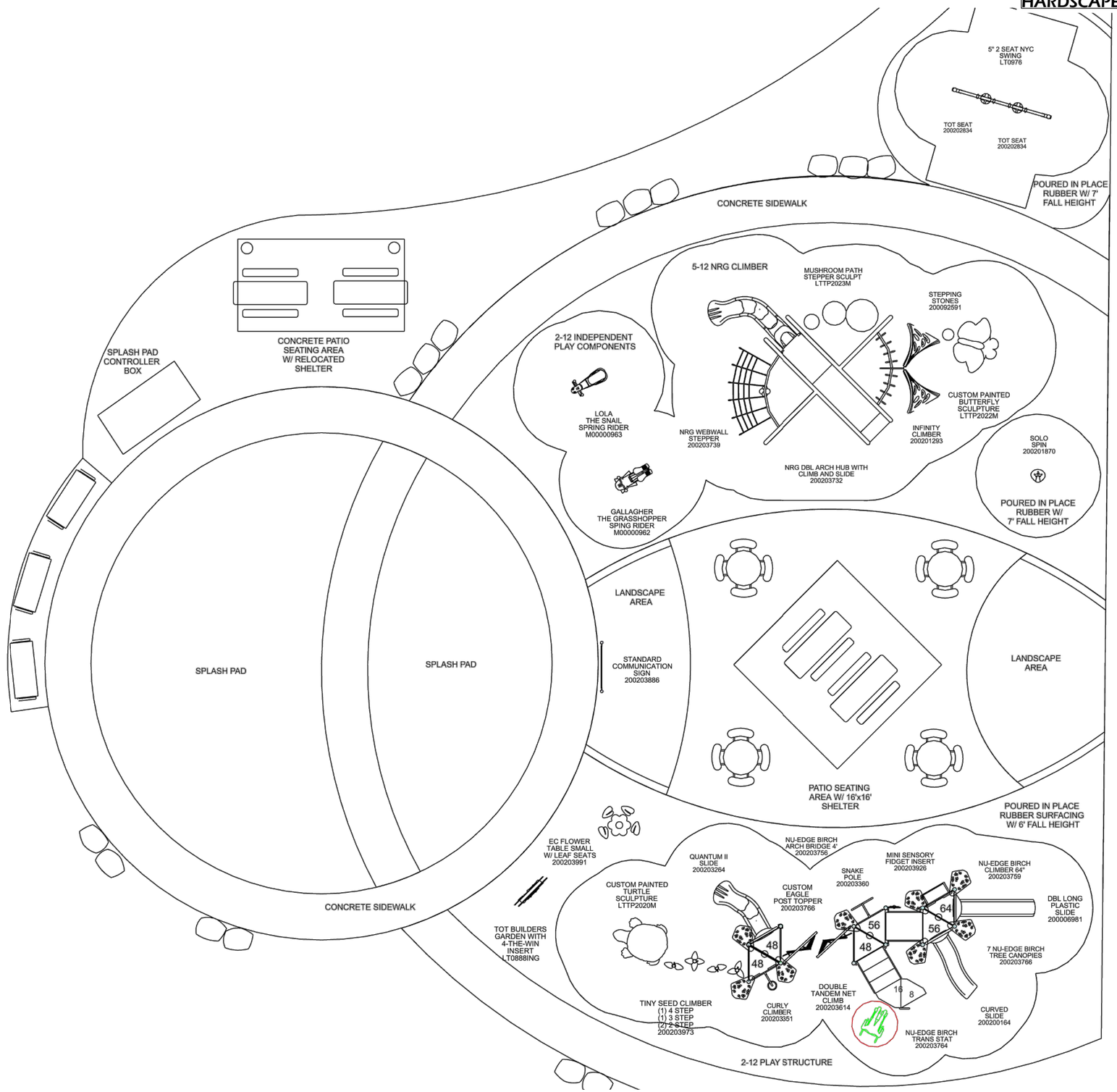
SEE SITE PLAN FOR HARDSCAPE DIMENSIONS



PLAYGROUND NOTES

1. PLAYGROUND EQUIPMENT PLAN IS PROVIDED TO DEMONSTRATE THE PROPOSED TYPES AND LOCATIONS OF PLAY FEATURES.
2. FINAL PLAYGROUND COMPONENT LIST AND LAYOUT TO BE PROVIDED BY PLAYGROUND MANUFACTURER.
3. ALL PLAYGROUND EQUIPMENT IS TO BE PROVIDED AND INSTALLED BY CONTRACTOR. PLAYGROUND SURFACING TO BE PROVIDED AND INSTALLED BY CONTRACTOR.
4. FALL ZONES ARE SHOWN AS MINIMUM REQUIRED BY MANUFACTURER.
5. DENSE GRADED BASE COURSE UNDERLYING THE SAFETY SURFACING SHALL BE PROVIDED AND INSTALLED BY CONTRACTOR.
6. SEE GRADING AND UTILITY PLAN FOR UNDERDRAIN DIAGRAM (IF APPLICABLE).

SURFACING:

TOTAL AREA = x SQ. FT.
FALL HEIGHT = x'
PIP = X" DEPTH TO SUBGRADE

ALL PLAYGROUND SURFACING DEPTHS TO BE COORDINATED WITH EQUIPMENT SUPPLIER.

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MADISON, WI 53713

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PLAYGROUND EQUIPMENT PLAN

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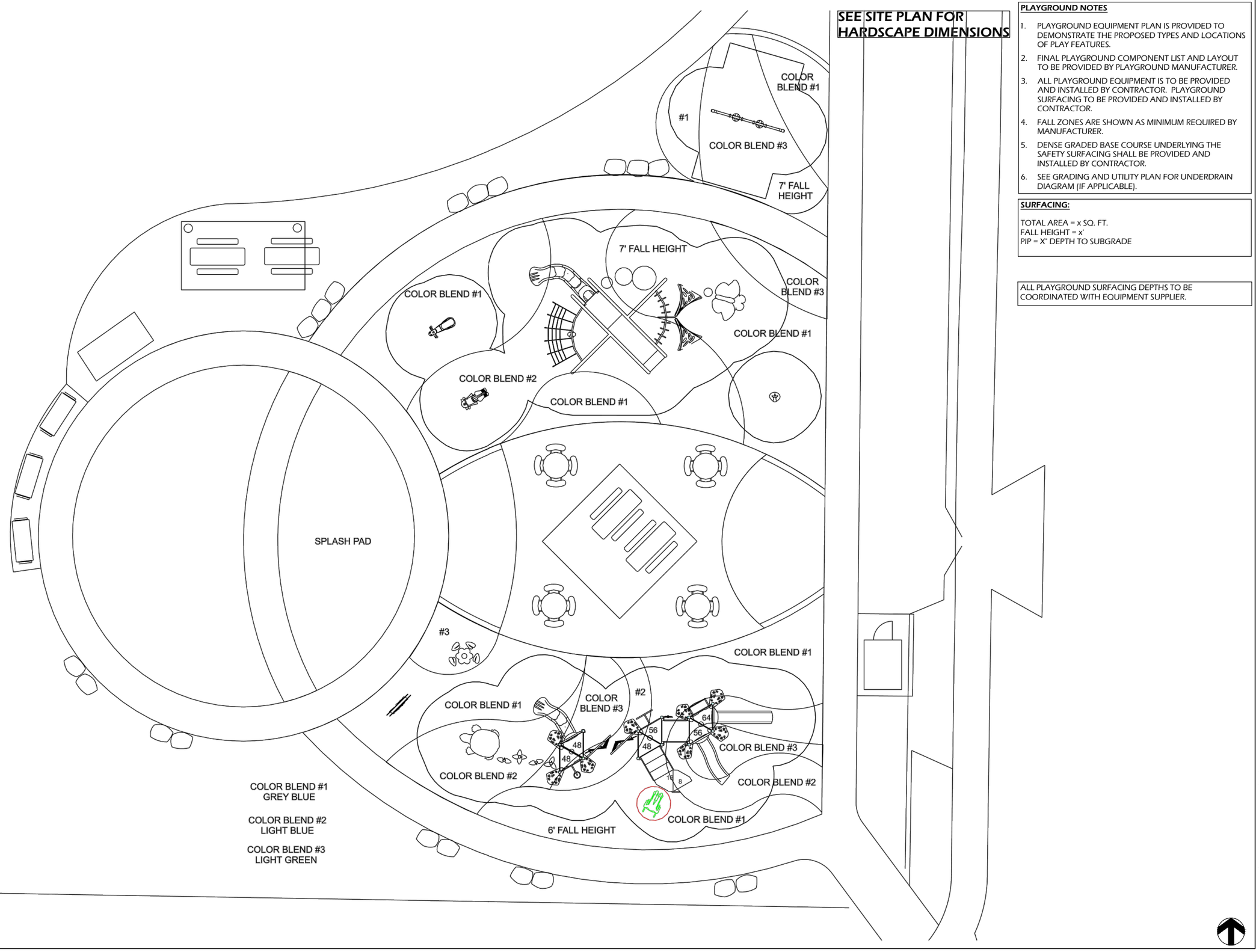

PLAYGROUND NOTES

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SURFACING:

TOTAL AREA = x SQ. FT.
FALL HEIGHT = x'
PIP = X" DEPTH TO SUBGRADE

ALL PLAYGROUND SURFACING DEPTHS TO BE COORDINATED WITH EQUIPMENT SUPPLIER.

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MADISON, WI 53713

Sheet Title:
PLAYGROUND SURFACING PLAN

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C701

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EQUIPMENT LAYOUT SHOWN CONCEPTUAL ONLY IN RENDERINGS. REFER TO EQUIPMENT PLAN FOR PLACEMENT WITHIN BORDER

NORTHLAND RECREATION

Sales Representative - Ericka Steltz
Phone - 262.313.8636
Email - ericka@northlandrec.com

NOT TO SCALE

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PLAYGROUND RENDERINGS

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C710

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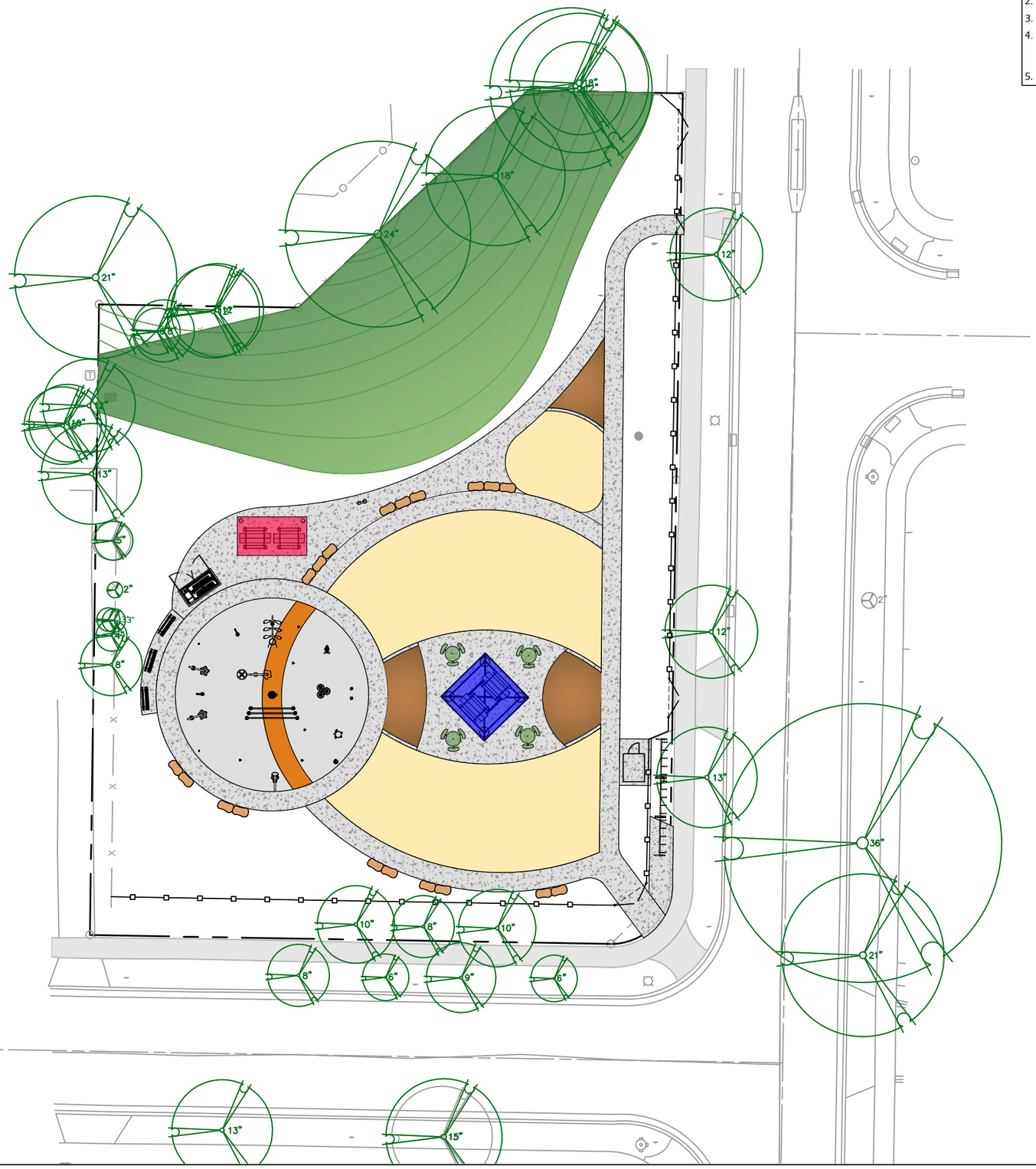

LANDSCAPE AND RESTORATION NOTES

1. CONTRACTOR SHALL MEET EXISTING GRADE AT GRADING LIMITS WITH A SMOOTH AND CONTINUOUS TRANSITION.
2. ALL DISTURBED AREAS SHALL BE RESTORED WITH SEED & MULCH PER SPECIFICATIONS.
3. SEED/SOIL PLACEMENT SHALL EXTEND TO THE LIMITS OF CONSTRUCTION DISTURBANCE.
4. RESTORE ALL DISTURBED AREAS WITH A MINIMUM 6" TOPSOIL DEPTH. SEED MIXES SHALL BE AS SHOWN. CONTRACTOR MAY NEED TO WATER RESTORED AREAS TO ENSURE A SUBSTANTIAL CATCH OF TURF GRASS. WATERING SHALL BE INCIDENTAL.
5. ALL SLOPES GREATER THAN 3:1 TO RECEIVE EROSION CONTROL MATTING PER DETAILS.

SEED MIXES			
DESIGNATION	**SEED MIX**	**RATE (LBS/1000 SF)**	
LAWN RESTORATION	WISDOT MIX #40	3.0	
ANNUAL SEED MIX ADDITIVE (USE ONE TYPE)			
DESIGNATION	**SEED MIX**	**RATE (LBS/1000 SF)**	**USAGE DATES**
ANNUAL SEEDING		2.0	GROWING SEASON
COOL WEATHER COVER CROP	OATS	2.0	AFTER SEPTEMBER 15
DORMANT COVER CROP	WINTER WHEAT	2.0	AFTER OCTOBER 15
ADDITIONAL ADDITIVES			
DESIGNATION	**TYPE**	**RATE (LBS/1000 SF)**	**USAGE DATES**
FERTILIZER	PER SOIL TEST	2.0	ALL SEASONS
SOIL STABILIZER	POLYACRYLIMIDE	PER MANUFACTURER	AFTER NOVEMBER 15

0' 15' 30'

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Project Name:
CYPRESS PARK SPRAYGROUND
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MADISON, WI 53713

Sheet Title:
SITE RESTORATION PLAN

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C800

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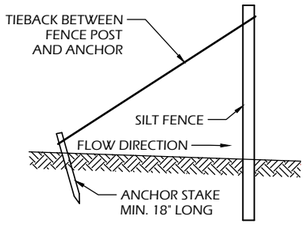
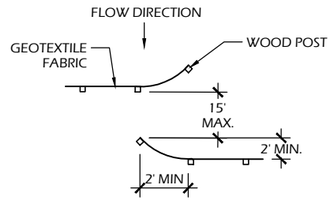
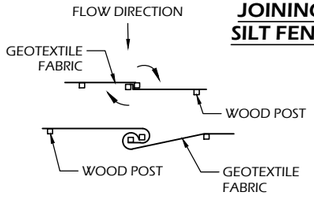


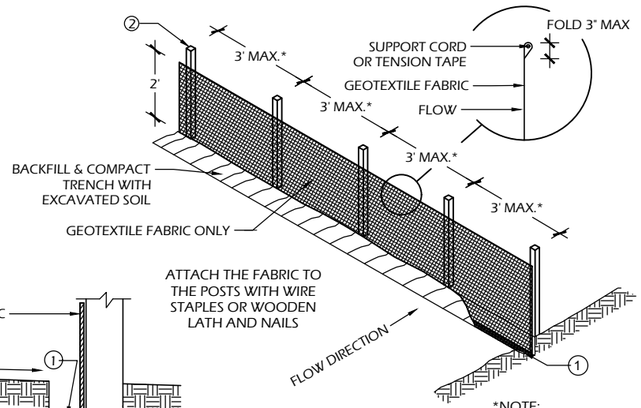
SILT FENCE TIE BACK (WHEN REQUIRED BY THE ENGINEER)



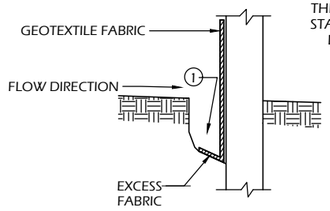
JOINING TWO LENGTHS OF SILT FENCE (HOOK METHOD)



JOINING TWO LENGTHS OF SILT FENCE (TWIST METHOD)



*NOTE:
8'-0" POST SPACING ALLOWED IF A WOVEN GEOTEXTILE FABRIC IS USED.



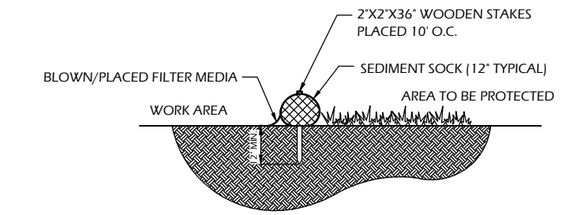
TRENCH DETAIL

SILT FENCE

SILT FENCE GENERAL NOTES:

1. FOR MANUAL INSTALLATIONS THE TRENCH SHALL BE A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.
2. WOOD POSTS SHALL BE A MINIMUM SIZE OF 3' LENGTH OF OAK OR HICKORY
3. ADDITIONAL POST DEPTH OR TIE BACKS MAY BE REQUIRED IN UNSTABLE SOILS
4. DETAILS OF CONSTRUCTION NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE SPECIFICATIONS.
5. 8" OF FENCE FABRIC REQUIRED BELOW GRADE IN TRENCH PER DNR TECH STD. 1056
6. MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE WisDOT PRODUCT ACCEPTABILITY LIST (PAL) MAY BE SUBSTITUTED.
7. FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.
8. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2"X4".
9. EROSION CONTROL SHALL BE PROVIDED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD AND TECHNICAL SPECIFICATIONS.
10. CROSS BRACE WITH 2" X 4" WOODEN FRAME OR EQUIVALENT AT TOP OF POSTS AS DIRECTED BY THE ENGINEER.
11. MINIMUM 14 GAUGE WIRE REQUIRED, FOLD FABRIC 3" OVER THE WIRE AND STAPLE OR PLACE WIRE RINGS ON 12" C.C.
12. WIRE SUPPORT FENCE SHALL BE 14 GAUGE MINIMUM WOVEN WIRE WITH A MAXIMUM MESH SPACING OF 6". SECURE TOP OF GEOTEXTILE FABRIC TO TOP OF FENCE WITH STAPLES OR WIRE RINGS AT 12" C.C. (TYPE B)
13. GEOTEXTILE FABRIC SHALL BE REINFORCED WITH AN INDUSTRIAL POLYPROPYLENE NETTING WITH A MAXIMUM MESH SPACING OF 3/4" OR EQUAL. A HEAVY DUTY NYLON TOP SUPPORT CORD OR EQUIVALENT IS REQUIRED. (TYPE A)
14. STEEL POSTS SHALL BE STUDDED "TEE" OR "U" TYPE WITH A MINIMUM WEIGHT OF 1.28 LBS./LIN. FT. (WITHOUT ANCHOR) FIN ANCHORS SUFFICIENT TO RESIST POST MOVEMENT ARE REQUIRED. WOOD POSTS SHALL BE A MINIMUM SIZE OF 1 1/8" X 1 1/8" OF OAK OR HICKORY.
15. CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL, IF POSSIBLE, BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY, USE ONE OF THE FOLLOWING TWO METHODS: A.) TWIST METHOD – OVERLAP THE END POSTS AND TWIST, OR ROTATE, AT LEAST 180 DEGREES, B:) HOOK METHOD – HOOK THE END OF EACH SILT FENCE LENGTH.

2 C900 **SILT FENCE OR SEDIMENT SOCK**
SCALE: NTS



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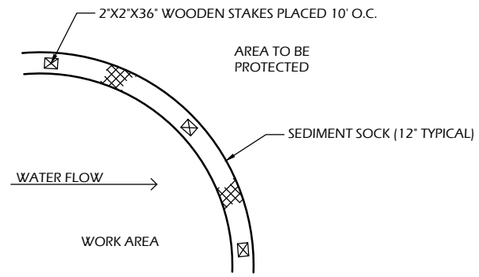
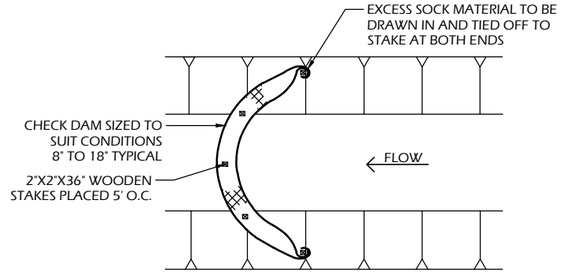


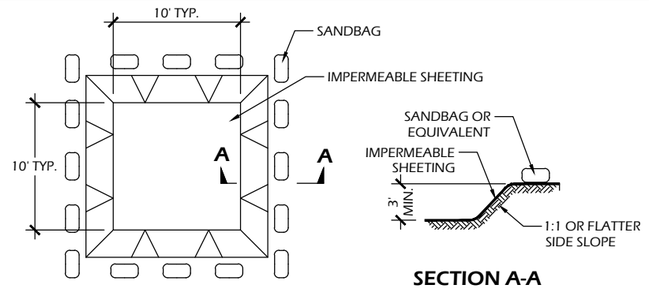
PLAN



SEDIMENT SOCK NOTES:

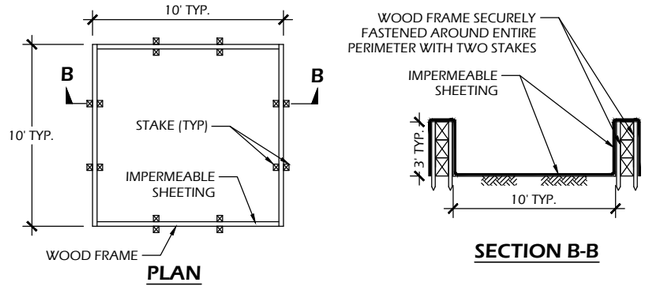
1. ALL MATERIAL TO MEET SPECIFICATIONS.
2. SEDIMENT SHOULD BE REMOVED FROM BEHIND CHECK DAM ONCE THE ACCUMULATED HEIGHT HAS REACHED ½ THE HEIGHT OF THE CHECK DAM.
3. CHECK DAM CAN BE DIRECT SEEDED AT THE TIME OF INSTALLATION.
4. FILTER MEDIA FILL TO MEET APPLICATION REQUIREMENTS.
5. COMPOST MATERIAL TO BE DISPERSED ON SITE. AS DETERMINED BY ENGINEER.

SEDIMENT SOCK



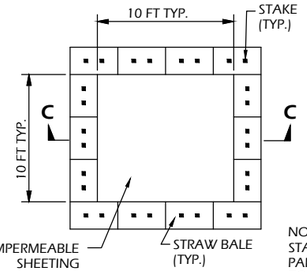
PLAN **SECTION A-A**

EXCAVATED WASHOUT STRUCTURE

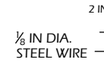


PLAN **SECTION B-B**

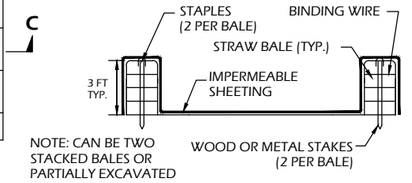
WASHOUT STRUCTURE WITH WOOD PLANKS



PLAN



STAPLE DETAIL



NOTE: CAN BE TWO STACKED BALES OR PARTIALLY EXCAVATED TO REACH 3 FT DEPTH

SECTION C-C

WASHOUT STRUCTURE WITH STRAW BALES

CONSTRUCTION SPECIFICATIONS

1. TEMPORARY CONCRETE WASHOUT STRUCTURE SHALL BE USED TO WASH DOWN CONCRETE TRUCK CHUTES AND OTHER EQUIPMENT AFTER USE TO PREVENT WASHDOWN WATER FROM POLLUTING THE SITE.
2. LOCATE WASHOUT STRUCTURE A MINIMUM OF 50 FEET AWAY FROM OPEN CHANNELS, STORM DRAIN INLETS, SENSITIVE AREAS, WETLANDS, BUFFERS AND WATER COURSES AND AWAY FROM CONSTRUCTION TRAFFIC.
3. SIZE WASHOUT STRUCTURE FOR VOLUME NECESSARY TO CONTAIN WASH WATER AND SOLIDS AND MAINTAIN AT LEAST 4 INCHES OF FREEBOARD. TYPICAL DIMENSIONS ARE 10 FEET X 10 FEET X 3 FEET DEEP.
4. PREPARE SOIL BASE FREE OF ROCKS OR OTHER DEBRIS THAT MAY CAUSE TEARS OR HOLES IN THE LINER. FOR LINER, USE 10 MIL OR THICKER UV RESISTANT, IMPERMEABLE SHEETING, FREE OF HOLES AND TEARS OR OTHER DEFECTS THAT COMPROMISE IMPERMEABILITY OF THE MATERIAL.
5. PROVIDE A SIGN FOR THE WASHOUT IN CLOSE PROXIMITY TO THE FACILITY.
6. KEEP CONCRETE WASHOUT STRUCTURE WATER TIGHT. REPLACE IMPERMEABLE LINER IF DAMAGED (E.G., RIPPED OR PUNCTURED). EMPTY OR REPLACE WASHOUT STRUCTURE THAT IS 75 PERCENT FULL, AND DISPOSE OF ACCUMULATED MATERIAL PROPERLY. DO NOT REUSE PLASTIC LINER. WET-VACUUM STORED LIQUIDS THAT HAVE NOT EVAPORATED AND DISPOSE OF IN AN APPROVED MANNER. PRIOR TO FORECASTED RAINSTORMS, REMOVE LIQUIDS OR COVER STRUCTURE TO PREVENT OVERFLOWS. REMOVE HARDENED SOLIDS, WHOLE OR BROKEN UP, FOR DISPOSAL OR RECYCLING. MAINTAIN RUNOFF DIVERSION AROUND EXCAVATED WASHOUT STRUCTURE UNTIL STRUCTURE IS REMOVED.

1 C900 **CONCRETE WASHOUT STRUCTURE (TEMP)**
SCALE: NTS

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Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

Sheet Title:
CONSTRUCTION DETAILS

Revisions:

Project #: 26.004
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Date: 7/10/2026

Sheet Number
C900

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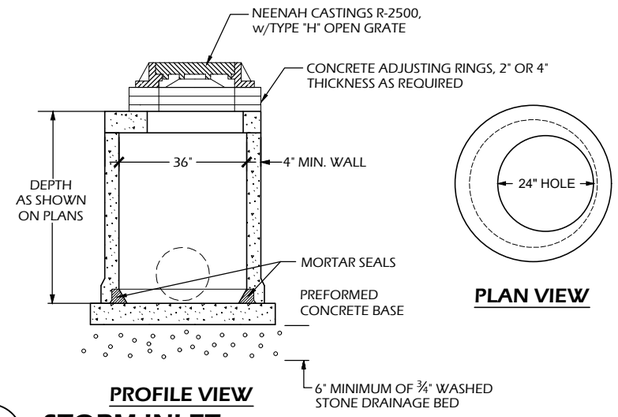
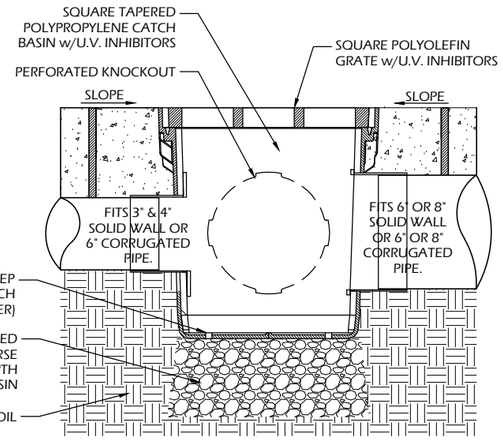
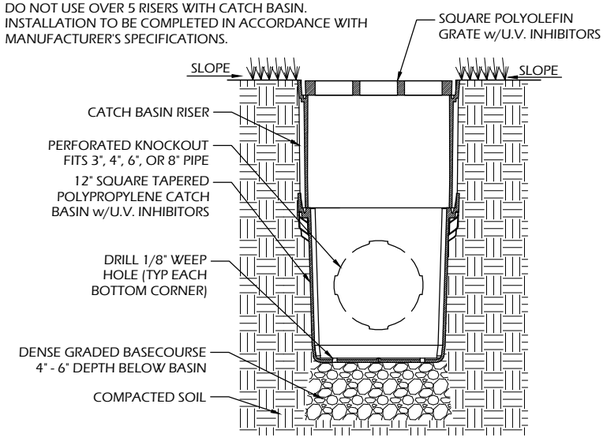


6 C901 STORM INLET

SCALE: NTS

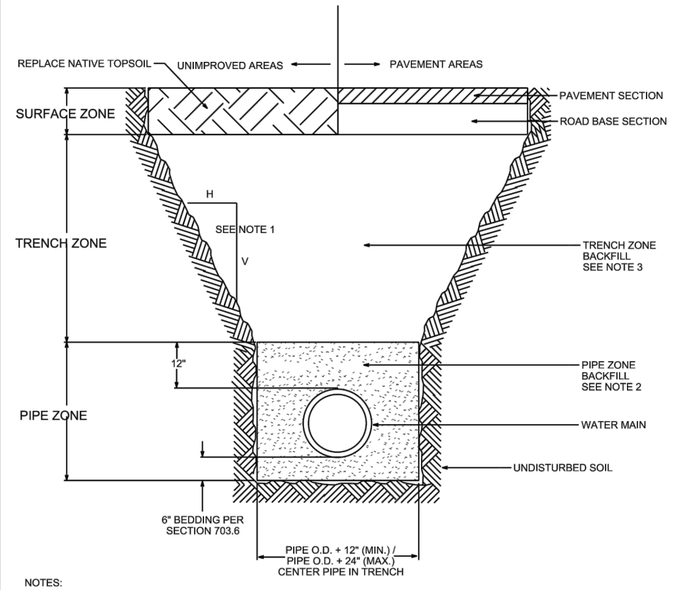


NOTES:
1. GRATE TO BE ATTACHED TO CATCH BASIN WITH SCREW PROVIDED AT TIME OF INSTALLATION.
2. OPTIONAL RISER CAN BE CUT TO ACHIEVE EXACT ELEVATION.
3. DO NOT USE OVER 5 RISERS WITH CATCH BASIN.
4. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.



5 C901 YARD INLET

SCALE: NTS



NOTES:

1) ALL EXCAVATION SHALL BE IN ACCORDANCE WITH THE WISCONSIN ADMINISTRATIVE CODE FOR "TRENCH EXCAVATION AND TUNNEL CONSTRUCTION" AND ANY ADDITIONAL REQUIREMENTS INCLUDING IN THE CONTRACT DOCUMENTS.
2) BACKFILL OPERATIONS SHALL COMPLY WITH SECTIONS 703.6 AND 202.2(B) OF THE STANDARD SPECIFICATIONS.
3) THE PIPE ZONE BEDDING MATERIAL SHALL CONSIST OF SELECT FILL SAND, LIMESTONE SCREENINGS, CLEAR STONE, OR WASHED GRAVEL.
4) SEE SECTION 703.6.1 FOR BACKFILL/COMPACTION REQUIREMENTS OF BEDDING/COVER MATERIAL IN THE PIPE ZONE.
5) TRENCH ZONE COMPACTION REQUIREMENTS:
   -- ALL COMPACTION OPERATIONS SHALL COMPLY WITH SECTION 703.6.3
   -- DENSITY REQUIREMENTS:
      1. FROM 2-FEET OVER THE PIPE TO WITHIN 3-FEET OF THE SUBGRADE: A MINIMUM OF 90% OF MAXIMUM DENSITY.
      2. WITHIN 3-FEET OF THE BOTTOM OF SUBGRADE: A MINIMUM OF 95% OF MAXIMUM DENSITY.

CITY OF MADISON WATER UTILITY	NOT TO SCALE	TYPICAL WATER PIPE TRENCH

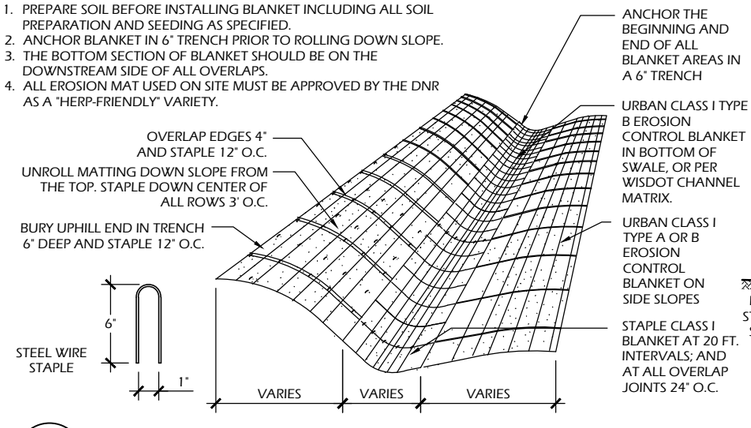
City of Madison Standard Specifications for Public Works Construction

4 C901 UTILITY TRENCH SECTION

SCALE: NTS

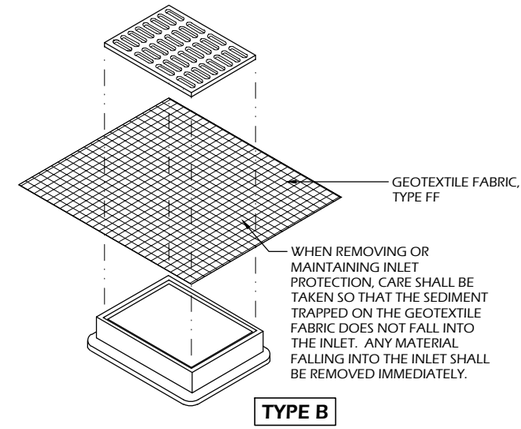
NOTES

1. PREPARE SOIL BEFORE INSTALLING BLANKET INCLUDING ALL SOIL PREPARATION AND SEEDING AS SPECIFIED.
2. ANCHOR BLANKET IN 6" TRENCH PRIOR TO ROLLING DOWN SLOPE.
3. THE BOTTOM SECTION OF BLANKET SHOULD BE ON THE DOWNSTREAM SIDE OF ALL OVERLAPS.
4. ALL EROSION MAT USED ON SITE MUST BE APPROVED BY THE DNR AS A "HERP-FRIENDLY" VARIETY.



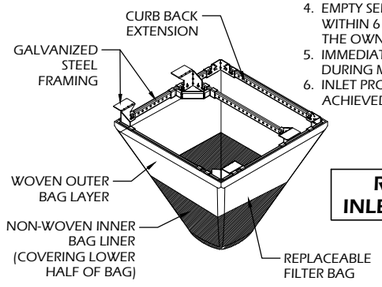
3 C901 EROSION MAT

SCALE: NTS



INLET PROTECTION NOTES:

1. INSTALL PER WDNR STORM WATER CONSTRUCTION TECHNICAL STANDARD 1060.
2. INLET PROTECTION TYPE B SHALL BE USED ON STRUCTURES 30" OR LESS IN DEPTH.
3. ROUTINELY INSPECT FOR INTEGRITY AND NEEDED MAINTENANCE.
4. EMPTY SEDIMENT WHEN THE BAG IS HALF FULL OR SEDIMENT IS WITHIN 6 INCHES OF THE OVERFLOW HOLES, OR AS DIRECTED BY THE OWNER OR A/E.
5. IMMEDIATELY REMOVE ANY SEDIMENT FALLING INTO THE INLET DURING MAINTENANCE ACTIVITIES.
6. INLET PROTECTION SHALL BE REMOVED AFTER THE SITE HAS ACHIEVED 80% STABILIZATION OR AT THE END OF THE PROJECT.



2 C901 INLET PROTECTION

SCALE: NTS

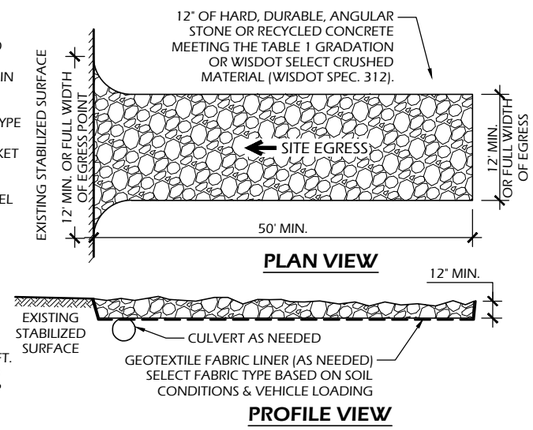


TABLE 1 AGGREGATE GRADATION	
SIEVE SIZE	PERCENT PASSING BY WEIGHT
3"	100
2 1/2"	90 - 100
1 1/2"	25 - 60
3/4"	0 - 20
3/8"	0 - 5

OPERATION & MAINTENANCE:

1. MONITOR TRACKING PADS FOR COMPACTION, SOIL DEPOSITS, AND MIXING OF UNDERLYING SOILS AND STONE LAYERS.
2. MAINTAIN A LOOSENED, ROUGH SURFACE BY SCRAPING, LOOSENING, OR TOP-DRESSING WITH ADDITIONAL AGGREGATE.
3. REPLACE GEOTEXTILE AND STONE IF LESS-INTENSIVE MAINTENANCE EFFORTS FAIL TO REESTABLISH EFFECTIVENESS.
4. ADD STONE AS NEEDED TO MAINTAIN THE MINIMUM PAD THICKNESS.
5. REPLACE DAMAGED OR CRUSHED CULVERTS UNDER TRACKING PAD.

1 C901 STONE TRACKING PAD

SCALE: NTS

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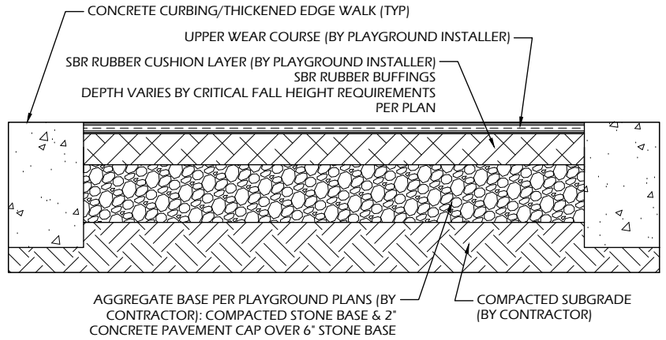
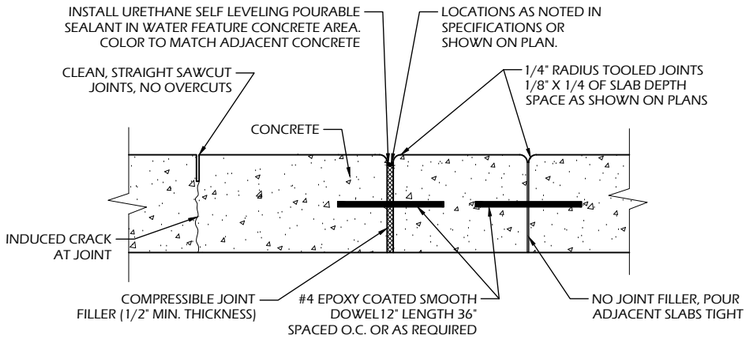


6 C902 SURFACING TYPICAL SECTIONS

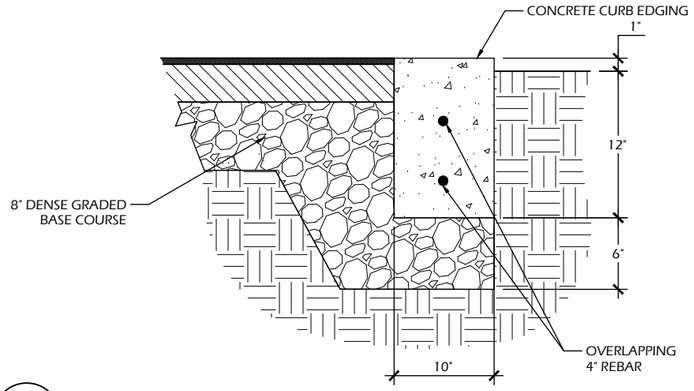
SCALE: NTS



GENERAL NOTES:
- SAWCUT ALL JOINTS FOR SPLASHPAD AREA
- OVERCUTS SHALL NOT BE ACCEPTED
- PROVIDE JOINTS PER JOINTING PLAN
- DOWEL BETWEEN ALL SEPARATE POURS (SPLASHPAD & STREET)
- ALL JOINTS SHALL BE STRAIGHT AND CONTINUOUS

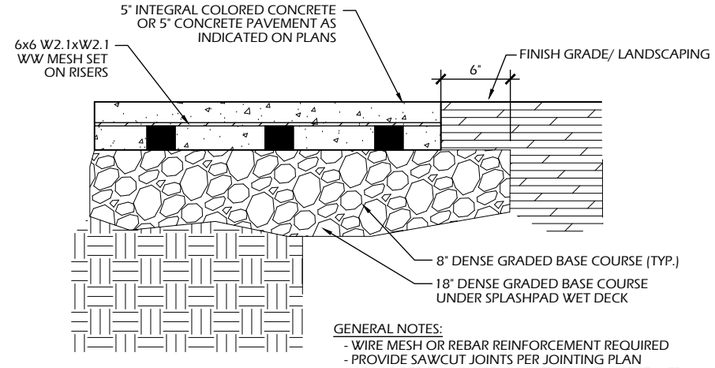
3 C902 CONCRETE JOINTS

SCALE: NTS



5 C902 PLAYGROUND CURB

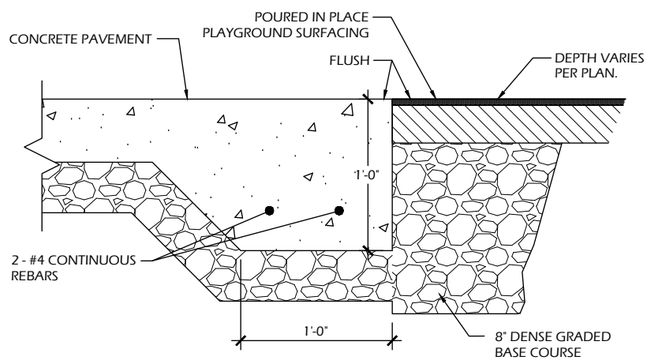
SCALE: NTS



GENERAL NOTES:
- WIRE MESH OR REBAR REINFORCEMENT REQUIRED
- PROVIDE SAWCUT JOINTS PER JOINTING PLAN
- COLOR PER PLANS. CLEARCOAT W/ ANTI-SLIP SEALER
- MESH TO BE SET ON RISERS TO MAINTAIN FLOAT
- NO EPOXY ON MESH IF USED AS PART OF BONDING GRID

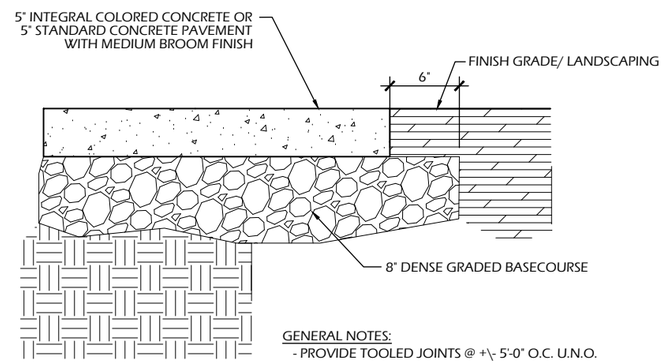
2 C902 CONCRETE PAVEMENT - REINFORCED

SCALE: NTS



4 C902 THICKENED EDGE CONCRETE

SCALE: NTS



GENERAL NOTES:
- PROVIDE TOOLED JOINTS @ +\- 5'-0" O.C. U.N.O.

1 C902 CONCRETE PAVEMENT

SCALE: NTS

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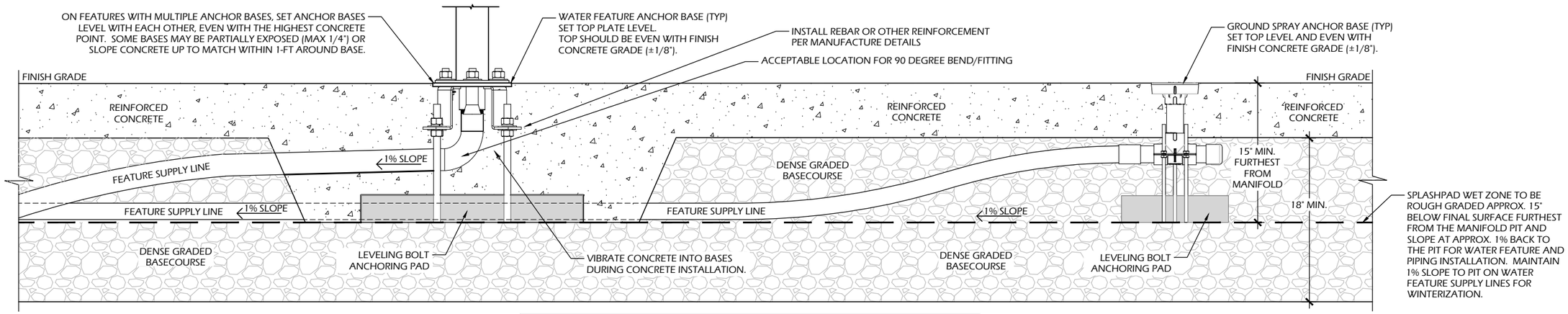
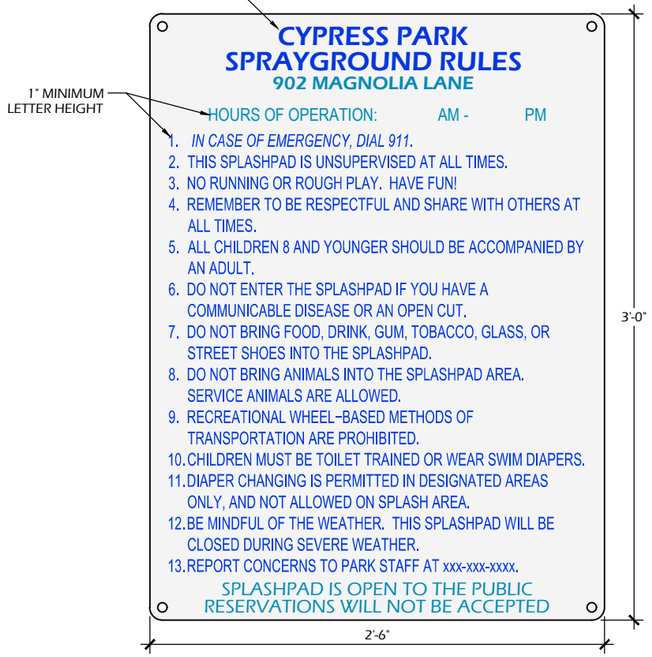


5 C903 SPLASHPAD TYP. SECTION

SCALE: NTS

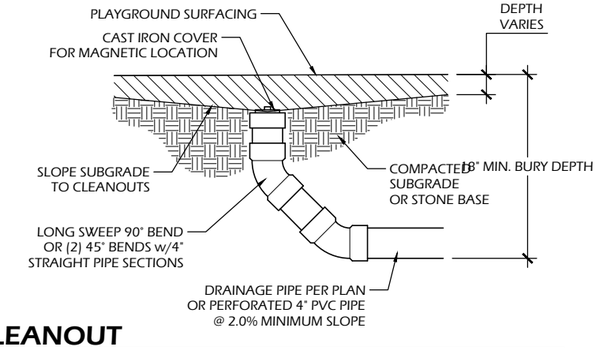
SPLASHPAD NOTES

1. SPLASHPAD DECK SHALL NOT EXCEED 5% RUNNING OR 2% CROSS SLOPES UNLESS OTHERWISE INDICATED, AND MAINTAIN A 1% MINIMUM SLOPE ON ALL WET DECK AREAS.
2. THE SPLASHPAD WET DECK SHALL SLOPE TOWARD DRAINS WITHOUT CREATING AREAS OF POOLING WATER. AREAS HOLDING STANDING WATER MORE THAN 1/8" DEEP (THICKNESS OF A QUARTER) 15 MINUTES AFTER SPRAY FEATURES ARE TURNED OFF ARE CONSIDERED TO FAIL THE SLOPE REQUIREMENTS.
3. CONTRACTOR TO ADJUST SPRAY FEATURE ELEVATIONS IN THE FIELD AS NEEDED.
4. FEATURES SHOWN MAY VARY. INSTALL PER MANUFACTURER'S STANDARD DETAILS.



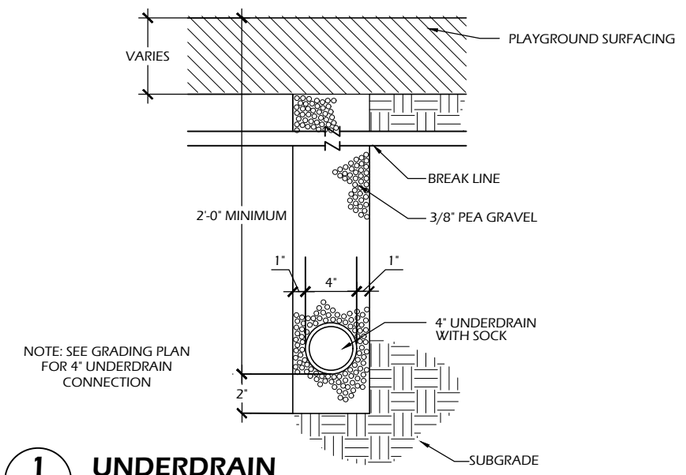
NOTES:

1. SIGN SHALL BE AN ALUMINUM BOARD WITH SHEET VINYL.
2. MOUNT TO CONTROLLER CABINET WITH TAMPERPROOF FASTENERS.
3. SIGN SHALL BE LEVEL.
4. FINAL LOCATIONS TO BE APPROVED BY OWNER.
5. COLORS SHALL BE DETERMINED BY OWNER AND A/E DURING SUBMITTALS.



2 C903 CLEANOUT

SCALE: NTS



4 C903 SPLASHPAD RULES SIGN - SPANISH (?)

SCALE: NTS

3 C903 SPLASHPAD RULES SIGN

SCALE: NTS

1 C903 UNDERDRAIN

SCALE: NTS

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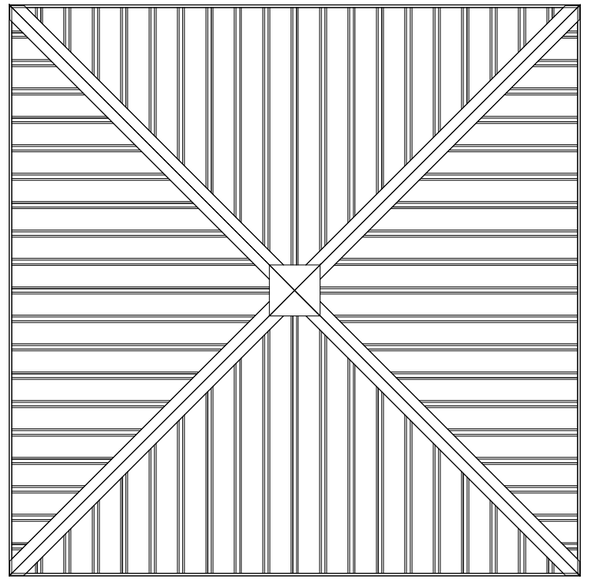
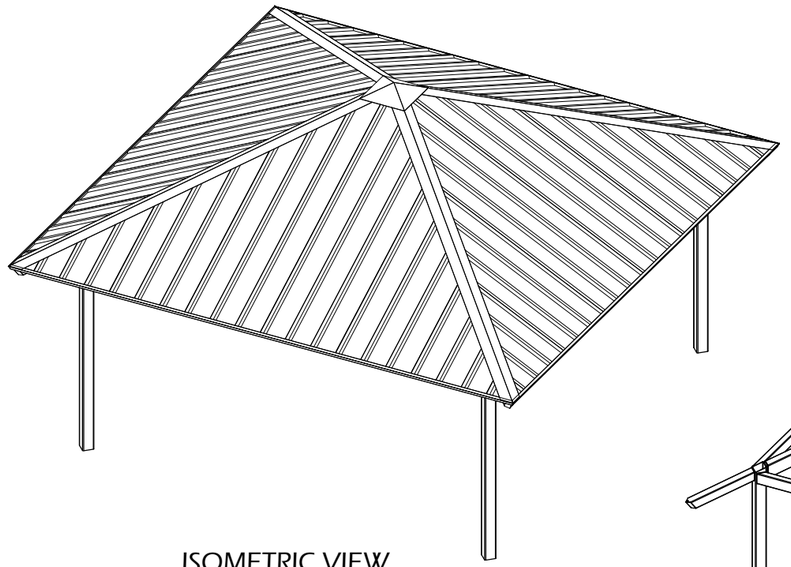
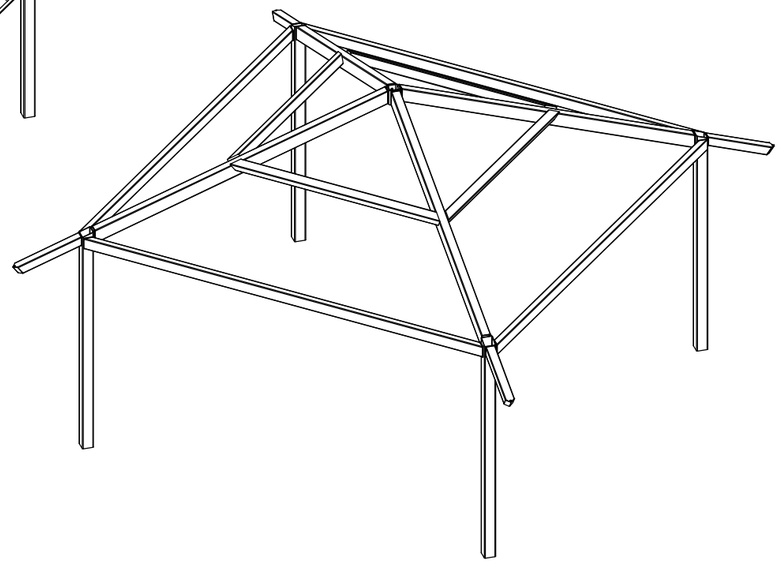


TOP VIEW



ISOMETRIC VIEW



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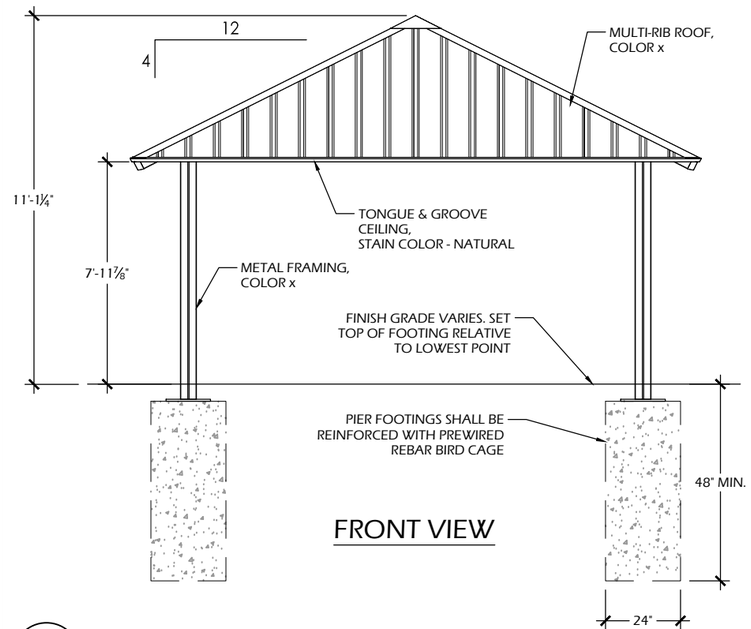
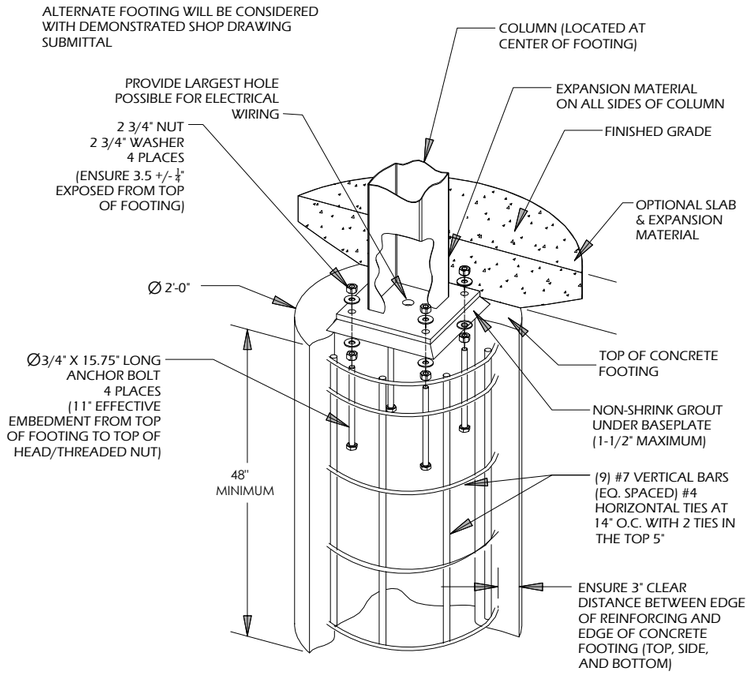


FRONT VIEW



PIER FOOTING (EXTERNAL BOLTS)

NOTES:
- PIERS SHOWN FOR BIDDING PURPOSES ONLY. FINAL SIZES DET. BY MFR.
- PIERS TO BE REINFORCED WITH CAGES OR (4) #6 VERTICAL BARS
- FINISH TOP OF PIERS WITH DIAMONDS OR BROOMED CIRCLES
- ROOF COLOR X
- FRAME COLOR X
- TONGUE AND GROOVE CEILING STAIN COLOR NATURAL

1 / C904 **SHADE STRUCTURE**

SCALE: NTS

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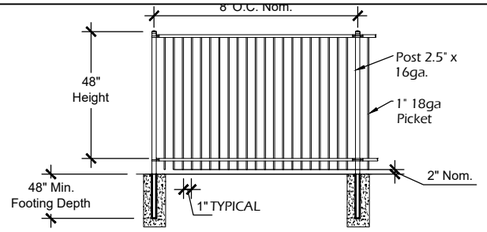
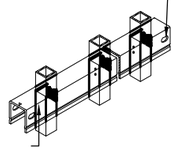
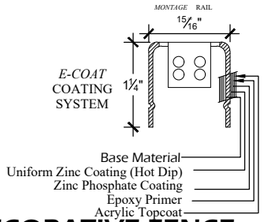
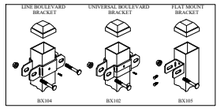


MONTAGE RAIL
Specially formed high strength architectural shape.



PROFUSION WELDING PROCESS
No exposed welds,
Good Neighbor profile - Same appearance on both sides

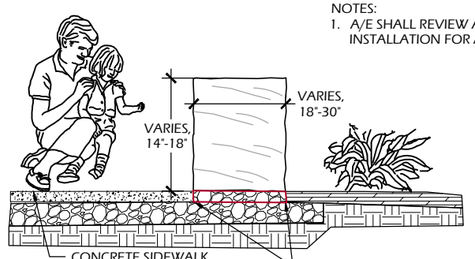




Values shown are nominal and not to be used for installation purposes. See product specification for installation requirements.

7 C905 4' DECORATIVE FENCE

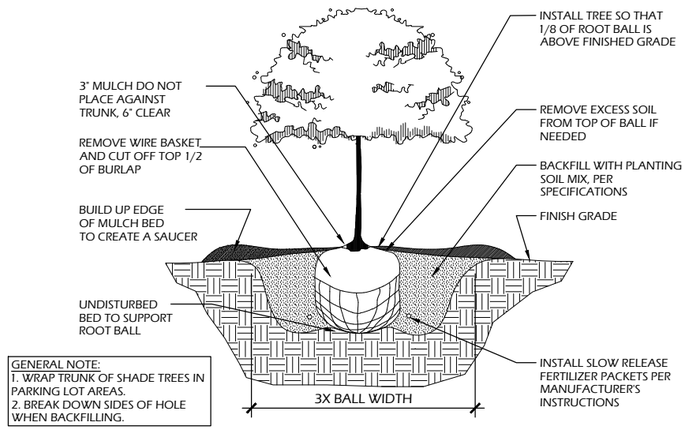
SCALE: NTS



NOTES:
1. A/E SHALL REVIEW ALL MATERIAL PRIOR TO INSTALLATION FOR AESTHETIC CONFORMANCE.

5 C905 STONE SEAT BLOCK

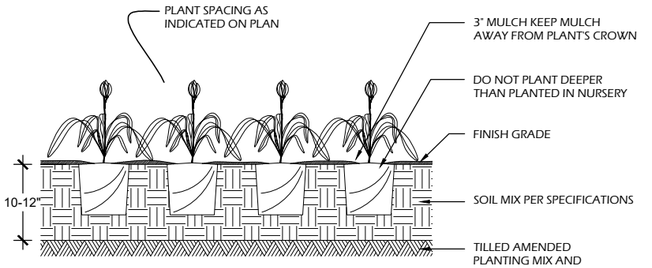
SCALE: NTS



GENERAL NOTE:
1. WRAP TRUNK OF SHADE TREES IN PARKING LOT AREAS.
2. BREAK DOWN SIDES OF HOLE WHEN BACKFILLING.

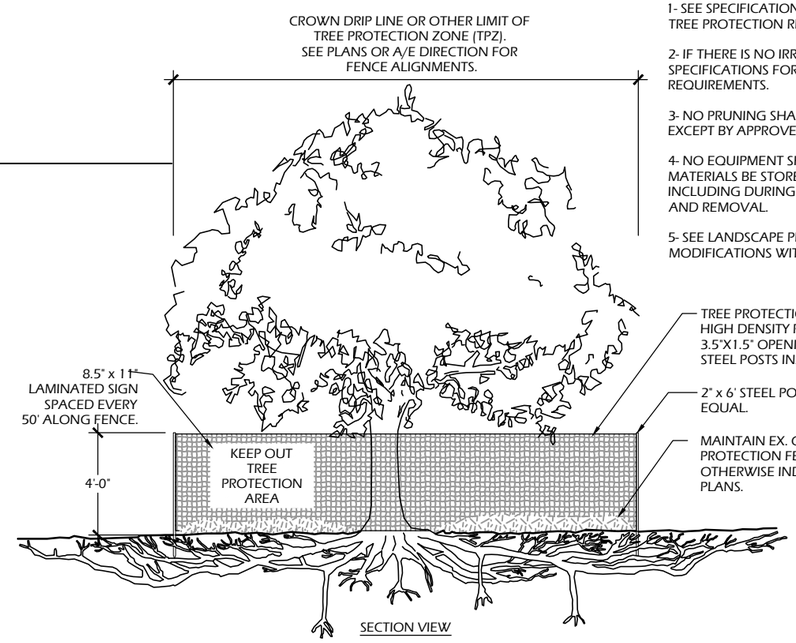
3 C905 B&B TREE PLANTING

SCALE: NTS



2 C905 PERENNIAL PLANTING

SCALE: NTS



Notes:
1- SEE SPECIFICATIONS FOR ADDITIONAL TREE PROTECTION REQUIREMENTS.

2- IF THERE IS NO IRRIGATION, SEE SPECIFICATIONS FOR WATERING REQUIREMENTS.

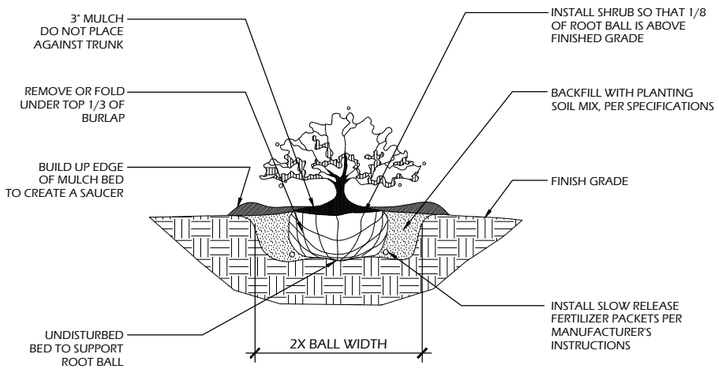
3- NO PRUNING SHALL BE PERFORMED EXCEPT BY APPROVED CERTIFIED ARBORIST.

4- NO EQUIPMENT SHALL OPERATE OR MATERIALS BE STORED INSIDE FENCING INCLUDING DURING FENCE INSTALLATION AND REMOVAL.

5- SEE LANDSCAPE PLANS FOR ANY MODIFICATIONS WITH THE TPZ.

4 C905 TREE PROTECTION

SCALE: NTS



1 C905 SHRUB PLANTING

SCALE: NTS

6 C905 BIKE RACK

SCALE: NTS

PARKITECTURE + PLANNING
901 Deming Way, Suite 201
Madison,WI.53717
608.203.8203
Parkitecture

Project Name:
CYPRESS PARK SPRAYGROUND
902 MAGNOLIA LANE
MADISON, WI 53713

Sheet Title:
CONSTRUCTION DETAILS

Revisions:

Project #: 26.004
Issued For: Review
Date: 7/10/2026

Sheet Number
C905

File: P:\26.004 Madison Cypress Playscape\CAD\P-D.dwg Layout: C905 User: katie Plotted: Jul 10, 2026 - 4:27pm

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94068

File ID:	94068	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/15/2026
File Name:	Approving plans and specifications for public improvements necessary for the project known as 1103 Regent Street and authorizing construction to be undertaken by the Developer, Private Contract No. 9798 (District 13)			**Final Action:**	

Title: Approving plans and specifications for public improvements necessary for the project known as 1103 Regent Street and authorizing construction to be undertaken by the Developer, Private Contract No. 9798 (District 13)

Notes: Gretchem Aviles Pineiro

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9798 Exhibit.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026						
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94068

Fiscal Note

No City funds required. Private contract.

Title

Approving plans and specifications for public improvements necessary for the project known as 1103 Regent Street and authorizing construction to be undertaken by the Developer, Private Contract No. 9798 (District 13)

Body

WHEREAS, the developer, Madison Regent Venture LLC, has received the City of Madison's conditional approval for a demolition permit to raze structures at 2 S Mills Street and 1135 Regent Street, remove parking lot at 1111 Regent Street, create a one-lot Certified Survey Map and construct a six-story mixed-use building at 1103 Regent Street, and,

WHEREAS, Section 16.23(7) of the Madison General Ordinances and the conditions of approval require the developer to install the public improvements necessary to serve the rezoning.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Mayor and City Clerk are hereby authorized and directed to execute a Contract for the Construction of Public Improvements that will be accepted by the City of Madison for 1103 Regent Street, with Madison Regent Venture LLC, or designee with the approval of the City Engineer.

2. That the plans and specifications for the public improvements necessary to serve the development are hereby approved.

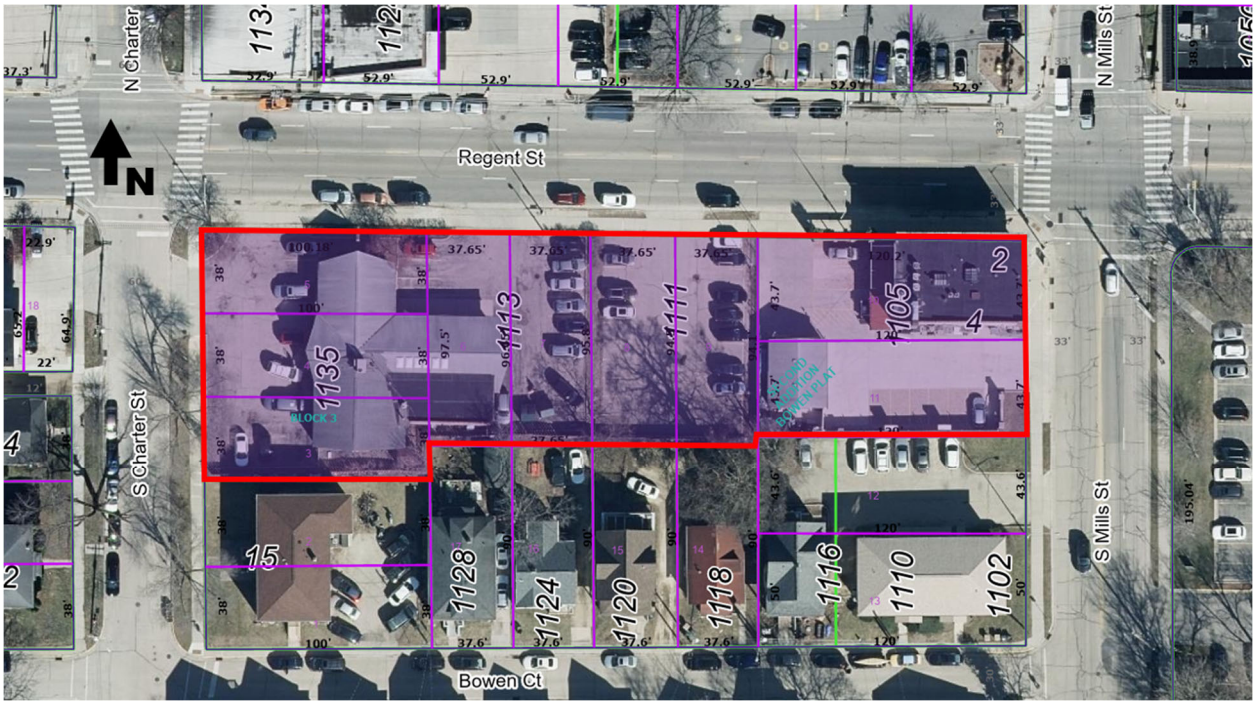
3. That the developer is authorized to construct the public improvements in accordance with the terms of the Contract for the Construction of Public Improvements that will be accepted by the City of Madison at the sole cost of the developer, except as follows: NONE

4. That the Mayor and City Clerk are hereby authorized to sign and grant easements or right-of-way release or procurement documents, maintenance agreements or encroachment agreements, as necessary and grant or accept dedication of lands and/or easements from/to the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

5. The Common Council is approved to accept ownership of the improvements in the Maintenance Area if a maintenance agreement is executed and recorded as a condition of this contract.

6. The developer shall be permitted to assign this contract with the approval of the City Engineer, and in a form to be approved by the City Attorney.

1103 Regent Street
Contract 9798
MUNIS 16373
Developer: Madison Regent Venture LLC



The developer, Madison Regent Venture LLC, has received the City of Madison's conditional approval for a demolition permit to raze structures at 2 S Mills Street and 1135 Regent Street, remove parking lot at 1111 Regent Street, create a one-lot Certified Survey Map and construct a six-story mixed-use building with 1,200 sq. ft. of commercial space and 111 dwelling units. The development will contain 60 underground vehicle parking stalls and secure resident and short-term bicycle parking. The site has frontage on S Mills Street, Charter Street and Regent Street.

Summary of Improvements:

- Recording of Certified Survey Map.

- Dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of concrete sidewalk and terrace having a total width of 13 feet and 1 foot for maintenance along their site's frontage of Regent Street.

- Dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum eight (8)-foot wide sidewalk, five (5)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Mills Street.

- Reconstruct public sidewalk & terrace on S Mills Street, Charter Street and Regent Street per plan approved by the City Engineer. Final pavement and curb & gutter on S Mills Street, Charter Street and Regent Street to be completed by public works project 15233.

- Provide public street tree removals and plantings per City Forestry approvals and per plans approved by the City Engineer.

- City Forestry will issue a street tree removal permit for one (1) tree along S Charter Street.
    - 28" Ash

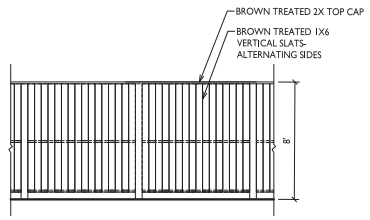
- Install terrace support systems per City Forestry approvals and per plans approved by the City Engineer if possible. Installation of terrace support systems will be challenging due to potential conflicts with other underground utilities along the terrace. This will require additional field review to confirm feasibility and layout/placement of cells.

- Close abandoned driveways with curb and gutter. Construct new private drive entrance aprons per plans approved by the City Engineer and per the Commercial Driveway Permit approved by the City Traffic Engineer.

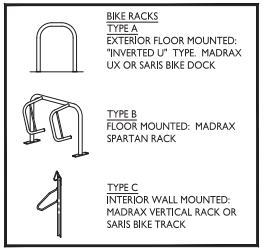
- Construct private sanitary, storm, and water service laterals necessary to serve the private redevelopment project per plans approved by the City Engineer.

- Protect existing public streetlights, traffic signals, and fiber facilities in the project area. Coordinate with City Traffic Engineering and City Information Technology on relocations needed to facilitate construction.

- Coordinate project access, street closures, and street occupancy with other projects in the area, specifically with public works project 15233, and as approved by City Traffic Engineering.



2 CA101 SHADOWBOX FENCE
1/4" = 1'-0"



BIKE RACKS

TYPE A
EXTERIOR FLOOR MOUNTED: "INVERTED U" TYPE. MADRAX UX OR SARIS BIKE DOCK

TYPE B
FLOOR MOUNTED: MADRAX SPARTAN RACK

TYPE C
INTERIOR WALL MOUNTED: MADRAX VERTICAL RACK OR SARIS BIKE TRACK

SITE DEVELOPMENT DATA:

ZONING	TSS TRAD. SHOPPING STREET
DENSITIES:	
LOT AREA	36,415 S.F. / 0.83 ACRES
DWELLING UNITS	108 UNITS
LOT AREA / D.U.	337 S.F. / D.U.
DENSITY	134 UNITS / ACRE
LOT COVERAGE	27,030 (74%)
BUILDING HEIGHT	6 STORIES / 75'-2"
COMMERCIAL AREA	3,124 S.F.
GROSS BUILDING AREA (INCLUDES GARAGE)	167,668 S.F.

DWELLING UNIT MIX:

STUDIO	10
ONE BEDROOM	1
TWO BEDROOM	41
FOUR BEDROOM	36
FIVE BEDROOM	20
TOTAL	108 D.U.

VEHICLE PARKING STALLS:

UNDERGROUND GARAGE	60 (INCL 2 ADA)
SURFACE	0
TOTAL	60 VEHICLE STALLS
10% EV READY (6)	

BICYCLE PARKING:

GARAGE LONG-TERM RESIDENT	174
SURFACE SHORT-TERM GUEST	11
SURFACE COMMERCIAL	5
TOTAL	190 BICYCLE STALLS

GENERAL NOTES:

1. THE APPLICANT SHALL REPLACE ALL SIDEWALK AND CURB AND GUTTER THAT ABUTS THE PROPERTY THAT IS DAMAGED BY THE CONSTRUCTION, OR ANY SIDEWALK AND CURB AND GUTTER WHICH THE CITY ENGINEER DETERMINES NEEDS TO BE REPLACED BECAUSE IT IS NOT AT A DESIRABLE GRADE, REGARDLESS OF WHETHER THE CONDITION EXISTED PRIOR TO BEGINNING CONSTRUCTION.

2. ALL WORK IN THE PUBLIC RIGHT OF WAY SHALL BE PERFORMED BY A CITY-LICENSED CONTRACTOR.

3. ALL DAMAGE TO THE PAVEMENT ON CITY STREETS, AND ADJACENT TO THIS DEVELOPMENT SHALL BE RESTORED IN ACCORDANCE WITH THE CITY OF MADISON'S PAVEMENT PATCHING CRITERIA.

4. ALL PROPOSED STREET TREE REMOVALS WITHIN THE RIGHT OF WAY SHALL BE REVIEWED BY CITY FORESTRY BEFORE THE PLAN COMMISSION MEETING. STREET TREE REMOVALS REQUIRE APPROVAL AND A TREE REMOVAL PERMIT ISSUED BY CITY FORESTRY. ANY STREET TREE REMOVALS REQUESTED AFTER THE DEVELOPMENT PLAN IS APPROVED BY THE PLAN COMMISSION OR THE BOARD OF PUBLIC WORKS AND CITY FORESTRY WILL REQUIRE A MINIMUM OF A 72-HOUR REVIEW PERIOD WHICH SHALL INCLUDE THE NOTIFICATION OF THE ALDERPERSON WITHIN WHO'S DISTRICT IS AFFECTED BY THE STREET TREE REMOVAL(S) PRIOR TO A TREE REMOVAL PERMIT BEING ISSUED.

5. AS DEFINED BY THE SECTION 107.13 OF CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION: NO EXCAVATION IS PERMITTED WITHIN 5 FEET OF THE TRUNK OF THE STREET TREE OR WHEN CUTTING ROOTS OVER 3 INCHES IN DIAMETER. IF EXCAVATION IS NECESSARY, THE CONTRACTOR SHALL CONTACT MADISON CITY FORESTRY (266-4816) PRIOR TO EXCAVATION. CITY OF MADISON FORESTRY PERSONNEL SHALL ASSESS THE IMPACT TO THE TREE AND TO ITS ROOT SYSTEM PRIOR TO WORK COMMENCING. TREE PROTECTION SPECIFICATIONS CAN BE FOUND ON THE FOLLOWING WEBSITE: CITYOFMADISON.COM/BUSINESS/PW/SPECS.CFM

6. CONTRACTOR SHALL TAKE PRECAUTIONS DURING CONSTRUCTION TO NOT DISFIGURE, SCAR, OR IMPAIR THE HEALTH OF ANY STREET TREE. CONTRACTOR SHALL OPERATE EQUIPMENT IN A MANNER AS TO NOT DAMAGE THE BRANCHES OF THE STREET TREE(S). THIS MAY REQUIRE USING SMALLER EQUIPMENT AND LOADING AND UNLOADING MATERIALS IN A DESIGNATED SPACE AWAY FROM TREES ON THE CONSTRUCTION SITE. ANY DAMAGE OR INJURY TO EXISTING STREET TREES (EITHER ABOVE OR BELOW GROUND) SHALL BE REPORTED IMMEDIATELY TO CITY FORESTRY AT 266-4816. PENALTIES AND REMEDIATION SHALL BE REQUIRED.

7. SECTION 107.13(G) OF CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (WEBSITE: CITYOFMADISON.COM/BUSINESS/PW/SPECS.CFM) ADDRESSES SOIL COMPACTION NEAR STREET TREES AND SHALL BE FOLLOWED BY CONTRACTOR. THE STORAGE OF PARKED VEHICLES, CONSTRUCTION EQUIPMENT, BUILDING MATERIALS, REFUSE, EXCAVATED SPOILS OR DUMPING OF POISONOUS MATERIALS ON OR AROUND TREES AND ROOTS WITHIN FIVE (5) FEET OF THE TREE OR WITHIN THE PROTECTION ZONE IS PROHIBITED.

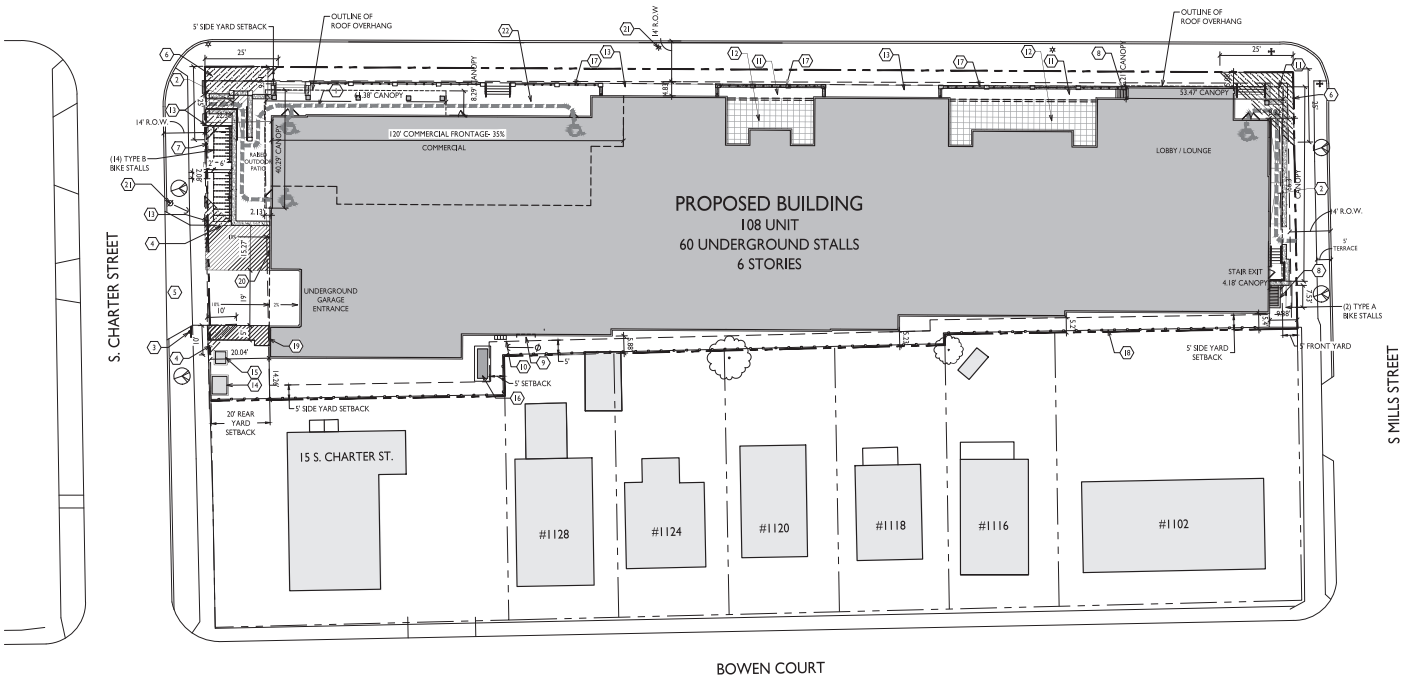
8. ON THIS PROJECT, STREET TREE PROTECTION ZONE FENCING IS REQUIRED. THE FENCING SHALL BE ERECTED BEFORE THE DEMOLITION, GRADING OR CONSTRUCTION BEGINS. THE FENCE SHALL INCLUDE THE ENTIRE WIDTH OF TERRACE AND, EXTEND AT LEAST 5 FEET ON BOTH SIDES OF THE OUTSIDE EDGE OF THE TREE TRUNK. DO NOT REMOVE THE FENCING TO ALLOW FOR DELIVERIES OR EQUIPMENT ACCESS THROUGH THE TREE PROTECTION ZONE.

9. STREET TREE PRUNING SHALL BE COORDINATED WITH MADISON FORESTRY AT A MINIMUM OF TWO WEEKS PRIOR TO THE START OF CONSTRUCTION FOR THIS PROJECT. ALL PRUNING SHALL FOLLOW THE AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI) A300 - PART 1 STANDARDS FOR PRUNING.

10. AT LEAST ONE WEEK PRIOR TO STREET TREE PLANTING, CONTRACTOR SHALL CONTACT CITY FORESTRY AT (608) 266-4816 TO SCHEDULE INSPECTION AND APPROVAL OF NURSERY TREE STOCK AND REVIEW PLANTING SPECIFICATIONS WITH THE LANDSCAPER.

11. APPROVAL OF PLANS FOR THIS PROJECT DOES NOT INCLUDE ANY APPROVAL TO PRUNE, REMOVE, OR PLANT TREES IN THE PUBLIC RIGHT-OF-WAY. PERMISSION FOR SUCH ACTIVITIES MUST BE OBTAINED FROM THE CITY FORESTER (266-4816).

12. THE PUBLIC RIGHT-OF-WAY IS THE SOLE JURISDICTION OF THE CITY OF MADISON AND IS SUBJECT TO CHANGE AT ANY TIME PER THE RECOMMENDATION/PLAN OF THE TRAFFIC ENGINEERING AND CITY ENGINEERING DIVISIONS. NO ITEMS SHOWN ON THIS SITE PLAN IN THE RIGHT-OF-WAY ARE PERMANENT AND MAY NEED TO BE REMOVED AT THE APPLICANTS EXPENSE UPON NOTIFICATION BY THE CITY.



1 CA101 ARCHITECTURAL SITE PLAN
1" = 20'-0"

GRAPHIC SCALE
0 20 40 60
1 INCH = 20 FT (24X36 SHEET)

KEYED PLAN NOTES

1	ACCESSIBLE ROUTE - 5% RUNNING SLOPE / 2% CROSS SLOPE MAXIMUM
2	ACCESSIBLE RAMP - 1:12 MAXIMUM RUNNING SLOPE. PROVIDE HANDRAILS EACH SIDE.
3	STOP SIGN - MOUNT @ 7' HIGH TO BOTTOM OF SIGN
4	10' VISION TRIANGLE - NO VISUAL OBSTRUCTIONS BETWEEN 30" AND 10'IN HEIGHT WITHIN HATCHED AREA.
5	CLASS II DRIVEWAY APPROACH IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS
6	25' VISION TRIANGLE - NO VISUAL OBSTRUCTIONS BETWEEN 30" AND 10'IN HEIGHT WITHIN HATCHED AREA.
7	2' BICYCLE OVERHANG
8	AREA WELL
9	PARKING GARAGE EXHAUST LOUVER
10	GAS METERS
11	RAISED PLANTER ON GROUND-LEVEL
12	RAISED PLAZA DECK
13	AT-GRADE LANDSCAPE BED
14	TRANSFORMER ON CONCRETE PAD
15	SERVICE TERMINATION CABINET
16	BACKUP GENERATOR ON CONCRETE PAD
17	24" HIGH MASONRY WALL W/ 24" HIGH ORNAMENTAL METAL FENCE
18	NEW 8' HIGH WOOD FENCE - SHADOW-BOX STYLE - SEE DETAIL ON CA101
19	MAN-DOOR TO BIKE STORAGE
20	6' WIDE OVERHEAD DOOR TO TRASH ROOM
21	EXISTING LIGHT OR UTILITY POLE
22	ELEVATED WALKWAY/ACCESS FOR COMMERCIAL SPACES

kba
knothe • bruce
ARCHITECTS
Phone: 608.836.3690
8401 Greenway Blvd., Suite 900
Middleton, WI 53562

ISSUED
2026-03-02 - LAND USE SUBMITTAL
2026-04-21 - LAND USE REVISION
2026-05-04 - ADDRESSING SUBMITTAL
2026-05-26 - SITE PLAN REVIEW

PROJECT TITLE
Mixed-Use Redevelopment

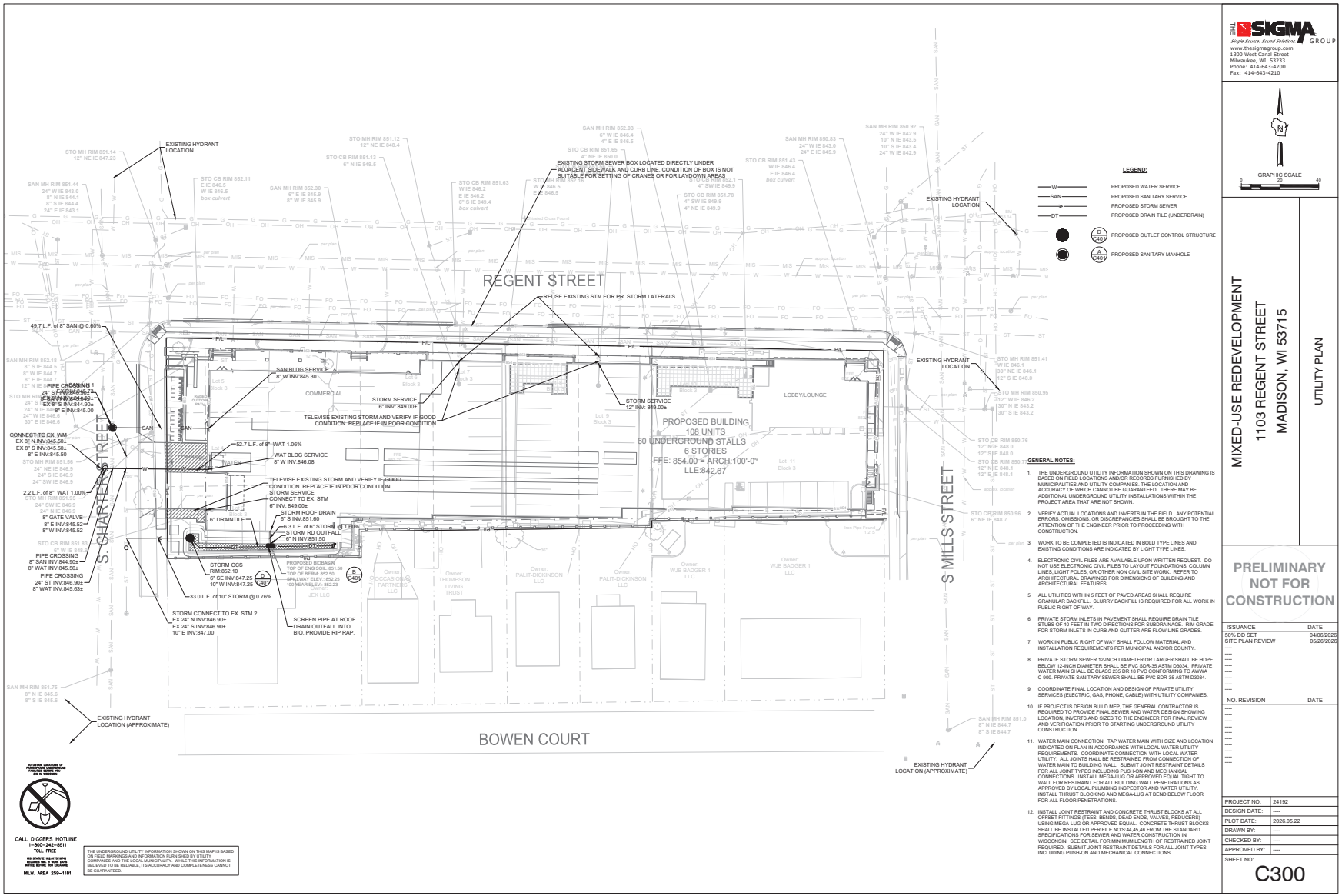
1103 Regent St, Madison WI 53715

SHEET TITLE
Architectural Site Plan

SHEET NUMBER
CA101

PROJECT NO. 2526

© Knothe & Bruce Architects, LLC



LEGEND:

- PROPOSED WATER SERVICE
- PROPOSED SANITARY SERVICE
- PROPOSED STORM SEWER
- PROPOSED DRAIN TILE (UNDERDRAIN)
- PROPOSED OUTLET CONTROL STRUCTURE
- PROPOSED SANITARY MANHOLE

GENERAL NOTES:

1. THE UNDERGROUND UTILITY INFORMATION SHOWN ON THIS DRAWING IS BASED ON FIELD LOCATIONS AND/OR RECORDS FURNISHED BY MUNICIPALITIES AND UTILITY COMPANIES. THE LOCATION AND ACCURACY OF WHICH CANNOT BE GUARANTEED. THERE MAY BE ADDITIONAL UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.
2. VERIFY ACTUAL LOCATIONS AND INVERTS IN THE FIELD. ANY POTENTIAL ERRORS, OMISSIONS, OR DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO PROCEEDING WITH CONSTRUCTION.
3. WORK TO BE COMPLETED IS INDICATED IN BOLD TYPE LINES AND EXISTING CONDITIONS ARE INDICATED BY LIGHT TYPE LINES.
4. ELECTRONIC CIVIL FILES ARE AVAILABLE UPON WRITTEN REQUEST. DO NOT USE ELECTRONIC CIVIL FILES TO LAYOUT FOUNDATIONS, COLUMN LINES, LIGHT POLES, OR OTHER NON CIVIL SITE WORK. REFER TO ARCHITECTURAL DRAWINGS FOR DIMENSIONS OF BUILDING AND ARCHITECTURAL FEATURES.
5. ALL UTILITIES WITHIN 5 FEET OF PAVED AREAS SHALL REQUIRE GRANULAR BACKFILL. SLURRY BACKFILL IS REQUIRED FOR ALL WORK IN PUBLIC RIGHT OF WAY.
6. PRIVATE STORM INLETS IN PAVEMENT SHALL REQUIRE DRAIN TILE STUBS OF 10 FEET IN TWO DIRECTIONS FOR SUBDRAINAGE. RIM GRADE FOR STORM INLETS IN CURB AND GUTTER ARE FLOW LINE GRADES.
7. WORK IN PUBLIC RIGHT OF WAY SHALL FOLLOW MATERIAL AND INSTALLATION REQUIREMENTS PER MUNICIPAL AND/OR COUNTY.
8. PRIVATE STORM SEWER 12-INCH DIAMETER OR LARGER SHALL BE HDPE. BELOW 12-INCH DIAMETER SHALL BE PVC SDR-35 ASTM D3034. PRIVATE WATER MAIN SHALL BE CLASS 235 DR 18 PVC CONFORMING TO AWWA C-900. PRIVATE SANITARY SEWER SHALL BE PVC SDR-35 ASTM D3034.
9. COORDINATE FINAL LOCATION AND DESIGN OF PRIVATE UTILITY SERVICES (ELECTRIC, GAS, PHONE, CABLE) WITH UTILITY COMPANIES.
10. IF PROJECT IS DESIGN BUILD MEP, THE GENERAL CONTRACTOR IS REQUIRED TO PROVIDE FINAL SEWER AND WATER DESIGN SHOWING LOCATION, INVERTS AND SIZES TO THE ENGINEER FOR FINAL REVIEW AND VERIFICATION PRIOR TO STARTING UNDERGROUND UTILITY CONSTRUCTION.
11. WATER MAIN CONNECTION: TAP WATER MAIN WITH SIZE AND LOCATION INDICATED ON PLAN IN ACCORDANCE WITH LOCAL WATER UTILITY REQUIREMENTS. COORDINATE CONNECTION WITH LOCAL WATER UTILITY. ALL JOINTS HALL BE RESTRAINED FROM CONNECTION OF WATER MAIN TO BUILDING WALL. SUBMIT JOINT RESTRAINT DETAILS FOR ALL JOINT TYPES INCLUDING PUSH-ON AND MECHANICAL CONNECTIONS. INSTALL MEGA-LUG OR APPROVED EQUAL TIGHT TO WALL FOR RESTRAINT FOR ALL BUILDING WALL PENETRATIONS AS APPROVED BY LOCAL PLUMBING INSPECTOR AND WATER UTILITY. INSTALL THRUST BLOCKING AND MEGA-LUG AT BEND BELOW FLOOR FOR ALL FLOOR PENETRATIONS.
12. INSTALL JOINT RESTRAINT AND CONCRETE THRUST BLOCKS AT ALL OFFSET FITTINGS (TEES, BENDS, DEAD ENDS, VALVES, REDUCERS) USING MEGA-LUG OR APPROVED EQUAL. CONCRETE THRUST BLOCKS SHALL BE INSTALLED PER FILE NO'S 44.45.46 FROM THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN. SEE DETAIL FOR MINIMUM LENGTH OF RESTRAINED JOINT REQUIRED. SUBMIT JOINT RESTRAINT DETAILS FOR ALL JOINT TYPES INCLUDING PUSH-ON AND MECHANICAL CONNECTIONS.

THE SIGMA GROUP
Single Source. Sound Solutions.
www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

GRAPHIC SCALE 0 20 40

MIXED-USE REDEVELOPMENT
1103 REGENT STREET
MADISON, WI 53715

UTILITY PLAN

PRELIMINARY NOT FOR CONSTRUCTION

ISSUANCE	DATE
50% DD SET	04/06/2026
SITE PLAN REVIEW	05/26/2026

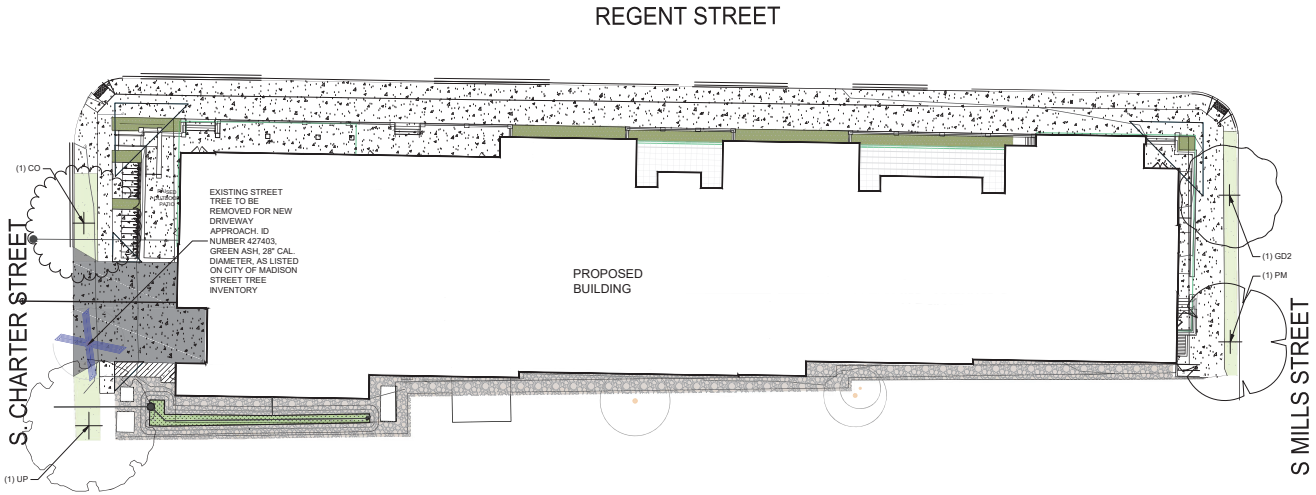
NO.	REVISION	DATE

PROJECT NO:	24192
DESIGN DATE:	----
PLOT DATE:	2026.05.22
DRAWN BY:	----
CHECKED BY:	----
APPROVED BY:	----
SHEET NO:	C300

2026.05.22 JRUEDAGUTIERREZ C300 24192

l:\peerless development\24192 - regent street residential\060 CAD\030_Production Sheets\100_Civil\C300 Utility Plan.dwg

2026.05.22



LANDSCAPE LEGEND:

- TURFGRASS SEED
- HARDWOOD BARK MULCH PLANT BED
- STONE MULCH AREA & STONE MULCH PLANT BED
- BIOFILTRATION BASIN PLUGS
- P/L — PROPERTY LINE
- METAL EDGING
- SHEET MATCHLINE

LEGEND:

- D 2400 — 5" THICK CONCRETE WALK
- E 2400 — CONCRETE PAVEMENT
- F 2400 — CURB & GUTTER (ACCEPT)
- E 2400 — CURB & GUTTER (REJECT)

EXISTING STREET TREES

1. THERE IS ONLY ONE EXISTING STREET TREE IN THE IMMEDIATE PROJECT AREA AND IS SHOWN WHERE NOTED ON THE PLAN. IT IS LISTED AS ID NUMBER 427403 ON THE CITY OF MADISON STREET TREE INVENTORY. SEE CITY OF MADISON STREET TREE NOTES FOR ADDITIONAL INFORMATION REGARDING IT'S REMOVAL.

CITY OF MADISON STREET TREE NOTES:

1. STREET TREE REMOVALS REQUIRE APPROVAL AND A TREE REMOVAL PERMIT ISSUED BY CITY FORESTRY. ANY STREET TREE REMOVALS REQUESTED AFTER THE DEVELOPMENT PLAN IS APPROVED BY THE PLAN COMMISSION OR BOARD OF PUBLIC WORKS AND CITY FORESTRY WILL REQUIRE A MINIMUM OF A 72-HOUR REVIEW PERIOD WHICH SHALL INCLUDE THE NOTIFICATION OF THE ALDERPERSON WITHIN WHO'S DISTRICT IS AFFECTED BY THE STREET TREE REMOVAL(S) PRIOR TO A TREE PERMIT BEING ISSUED.
2. CITY FORESTRY WILL ISSUE A STREET TREE REMOVAL PERMIT FOR ONE 28" GREEN ASH TREE DUE TO DRIVEWAY APPROACH INSTALLATION AT ALONG SOUTH CHARTER STREET WHERE SHOWN. THE CONTRACTOR SHALL CONTACT CITY FORESTRY AT (608)266-4816 TO OBTAIN PERMIT.
3. AT LEAST ONE WEEK PRIOR TO STREET TREE PLANTING, CONTRACTOR SHALL CONTACT CITY FORESTRY AT (608) 266-4816 TO SCHEDULE INSPECTION AND APPROVAL OF NURSERY TREE STOCK AND REVIEW PLANTING SPECIFICATIONS WITH THE LANDSCAPER.
4. THE CONTRACTOR SHALL CONTACT CITY FORESTRY AT (608) 266-4816 TO IDENTIFY AND LOCATE UNDERGROUND CONFLICTS (UTILITIES, VAULTS, CONDUIT) OR OTHER UNDERGROUND OBSTRUCTIONS.

LANDSCAPE GENERAL NOTES:

1. VERIFY EXISTING AND PROPOSED CONDITIONS, UTILITIES, PIPES, AND STRUCTURES, ETC. PRIOR TO BIDDING AND CONSTRUCTION.
2. INSPECT THE SITE PRIOR TO COMMENCING WORK. DOCUMENT IN WRITING AND PHOTOGRAPH EXISTING CONDITIONS WITHIN, AND IN AREAS ADJACENT TO THE LIMITS OF CONSTRUCTION. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGES NOT DOCUMENTED IN THE PHOTOGRAPHS PRIOR TO COMMENCEMENT OF DEMOLITION ACTIVITIES.
3. COORDINATE THE INSTALLATION OF PLANT MATERIAL WITH INSTALLATION OF ADJACENT PAVEMENTS, DRAINAGE, CURB RELATED STRUCTURES WITH OTHER TRADES.
4. RESTORE AREAS OF THE SITE, OR ADJACENT AREAS, WHERE DISTURBED. DAMAGE CAUSED DURING LANDSCAPE INSTALLATION TO EXISTING CONDITIONS AND IMPROVEMENTS IS THE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR.
5. CONTRACTOR SHALL THOROUGHLY REVIEW ALL SPECIFICATIONS RELATED TO TREE PROTECTION, SOIL PREPARATION, TURF, GRASSES AND PLANTS. THESE SECTIONS PROVIDE ADDITIONAL INFORMATION ON MATERIALS AND SET STANDARDS FOR QUALITY AND INSTALLATION REQUIREMENTS.
6. PROVIDE 3" DOUBLE SHREDDED BARK MULCH FOR ALL PLANTED TREES, SHRUBS AND LANDSCAPE BEDS.

TO OBTAIN LOCATIONS OF PARTICIPANT UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE
WI STATUTE 182.0175(1)(BTW) REQUIRES MIN. 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE
MILW. AREA 259-1181

THE UNDERGROUND UTILITY INFORMATION SHOWN ON THIS MAP IS BASED ON FIELD MARKINGS AND INFORMATION FURNISHED BY UTILITY COMPANIES AND THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED.

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GRAPHIC SCALE
0 20 40

MIXED-USE REDEVELOPMENT
1103 REGENT STREET
MADISON, WI 53715

STREET TREE PLAN

PRELIMINARY
NOT FOR
CONSTRUCTION

ISSUANCE	DATE
50% DD SET	04/06/2026
SITE PLAN REVIEW	05/26/2026

NO.	REVISION	DATE

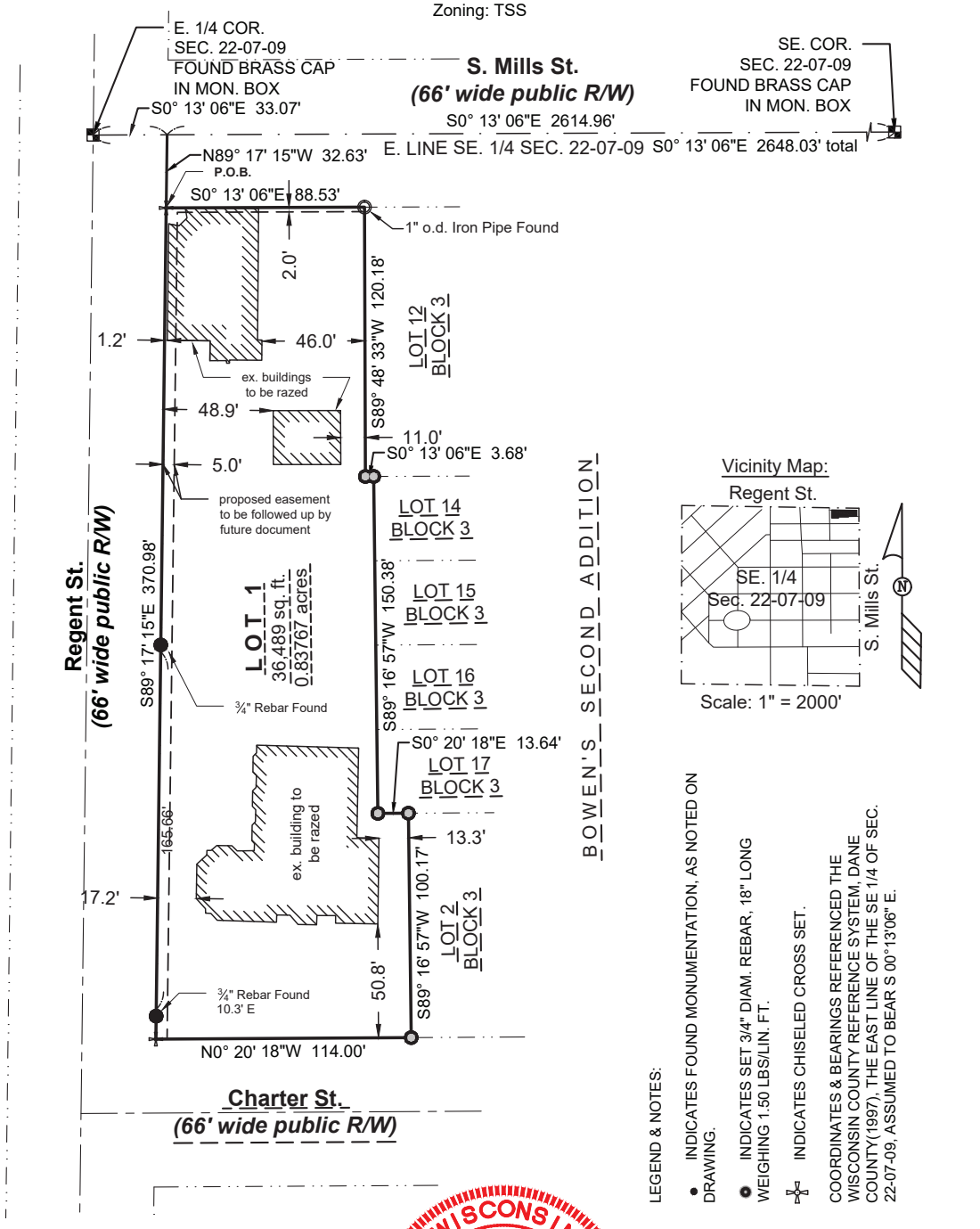
PROJECT NO:	24192
DESIGN DATE:	----
PLOT DATE:	2026.05.22
DRAWN BY:	----
CHECKED BY:	----
APPROVED BY:	----
SHEET NO:	L103

R3TYC2N5K1
L103
24192

i:\peerless development\24192 - regent street residential\060 CAD\030_Production Sheets\400_Landscape\L104 Street Tree Plan.dwg

CERTIFIED SURVEY MAP NO._____

Lots 3 through 11 of Block 3 of Bowen's Second Addition, in the Northeast 1/4 of the Southeast 1/4 of Section 22, Township 7 North, Range 9 East, in the City of Madison, Dane County, State of Wisconsin.
Address: 1113 & 1111 Regent St., 2 S. Mills St., Madison WI.
Parcel Number: 070922401058, 070922401032 & 070922401016
Zoning: TSS



Vicinity Map:

Scale: 1" = 2000'

LEGEND & NOTES:

- ● INDICATES FOUND MONUMENTATION, AS NOTED ON DRAWING.
- ○ INDICATES SET 3/4" DIAM. REBAR, 18" LONG WEIGHING 1.50 LBS/LIN. FT.
- ✠ INDICATES CHISELED CROSS SET.

COORDINATES & BEARINGS REFERENCED THE WISCONSIN COUNTY REFERENCE SYSTEM, DANE COUNTY(1997), THE EAST LINE OF THE SE 1/4 OF SEC. 22-07-09, ASSUMED TO BEAR S 00°13'06" E.

GRAPHIC SCALE

0 60' 120'

Prepared for:
Peerless Development
105 S. York Street, Suite 350
Elm hurst, IL 60126

THE SIGMA GROUP
Single Source. Sound Solutions.
www.thesigmagroup.com
1300 West Canal Street
Milwaukee, WI 53233
Phone: 414-643-4200
Fax: 414-643-4210

PROJECT NUMBER: 24192 DRAFTED BY: NGC

Sheet 1 of 4

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94078

File ID:	94078	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/16/2026
File Name:	Approving a maintenance agreement for privately maintained improvements within the public right of way of N Frances Street adjacent to UW Kohl Center - Hall of Fame Plaza.			**Final Action:**	

Title: Approving a maintenance agreement for privately maintained improvements within the public right of way of N Frances Street adjacent to UW Kohl Center - Hall of Fame Plaza. (District 4)

Notes: Gretchen Aviles Pineiro

Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	UW Maintenance Agreement - 601 W Dayton Street.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/16/2026	Refer	BOARD OF PUBLIC WORKS	07/22/2026	07/22/2026	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS due back on 7/22/2026						
1	BOARD OF PUBLIC WORKS	07/22/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Ald. Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94078

Fiscal Note

No City funds required.

Title

Approving a maintenance agreement for privately maintained improvements within the public right of way of N Frances Street adjacent to UW Kohl Center - Hall of Fame Plaza. (District 4)

Body

WHEREAS, the Board of Regents of the University of Wisconsin System (the “University”),

made and application for a Minor Alteration to an approved Planned Unit Development to convert portion of lawn space to outdoor open-air hall of fame plaza along with other amenities to the University of Wisconsin Kohl Center at 601 W Dayton Street; and.

WHEREAS, City Agencies have reviewed the proposed Minor alteration under LNDMAP-2026-00015 and provided conditions of approval to be satisfied prior to final approval of the Minor Alteration; and,

WHEREAS, as part of the development, the University has proposed to construct certain public improvements in the public right-of-way of University Avenue including planting beds, landscape plantings, and street trees, which improvements were approved by the City per LNDMAP-2026-00015. The proposed improvements described on Exhibit A and shown on Exhibit B, attached hereto and made part of this resolution; and,

WHEREAS, the University shall construct the public improvements upon applying for and receiving any required permits for work within a public right-of-way from the City of Madison Engineering Division; and

WHEREAS, per the conditions of approval for the Minor Alteration per LNDMAP-2026-00015, the said approved public improvements in the public right-of-way shall be maintained by the University.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Mayor and City Clerk are hereby authorized and directed to execute a Maintenance Agreement with the University for the maintenance by the University of certain public improvements, per attached Exhibits A and B, adjacent to UW Kohl Center - Hall of Fame Plaza at 601 W Dayton Street. The said public improvements are within the public rights-of-way of N Frances Street and are as approved by the City per Minor Alteration LNDMAP-2026-00015. The said Maintenance Agreement shall include terms as approved by the City Engineer and in a format approved by the City Attorney.

Maintenance Agreement
for portions of the public right of way adjacent to
601 W Dayton Street - Lot 1, Certified Survey
Map No. 10494, City of Madison, Dane County, WI.

Record this document with the Register of Deeds

Prepared by and return to:
Gretchen M. Aviles Pineiro
City of Madison
210 Martin Luther King Jr. Blvd.,
Room 115
Madison, WI 53703

(Parcel Identification Numbers)

Lot	Parcel No.
1	251-0709-232-2932-6

Maintenance Agreement
for portions of the public right of way adjacent to
601 W Dayton Street - Lot 1, CSM 10494

This Maintenance Agreement is between the City of Madison, Wisconsin, hereafter referred to as the "City" and The Board of Regents of the University of Wisconsin System hereafter referred to as "University".

The University is a: ☐ Corporation ☐ Sole Proprietor ☐ Partnership/LLP ☐ Limited Liability Company ☐ Unincorporated Association ☒ Other: an agency of the State of Wisconsin

A. PROPERTY AFFECTED

1. PROPERTY DESCRIPTION: This Maintenance Agreement applies to a portion of the public right of way adjacent to Lot 1, Certified Survey Map No. 10494, parcel number 251-0709-232-2932-6, more fully described in the legal description in Exhibit A and hereafter referred to as the "Owner's Property".

2. MAINTENANCE AREA: This Maintenance Agreement applies to a portion of the public right of way adjacent to said Lot 1, CSM 10494 as shown and noted in attached Exhibit B and hereafter referred to as the Maintenance Area.

B. MAINTENANCE REQUIREMENTS

1. INITIAL CONSTRUCTION OF IMPROVEMENTS WITHIN THE MAINTENANCE AREA: The initial construction of certain improvements within the Maintenance Area are not covered by this Agreement and are part of a site plan approval known as Minor Alteration to Approved Planned Unit Development, LNDMAP-2026-00015, and are to be completed in accordance with plans and specifications approved with LNDMAP-2026-00015 ("Plans").

2. NO GRADE CHANGE: Following the initial construction of improvements within the Maintenance Areas no change in the grade within the Maintenance Area shall be made without the prior written approval of the City of Madison Engineering Division ("City Engineer")

3. IMPROVEMENTS MAINTAINED BY THE UNIVERSITY: Upon completion of the initial construction of improvements within the Maintenance Area, the University agrees to complete the following maintenance as needed, or as may be reasonably required by the City, within the Maintenance Area:

a. Snow and ice removal;

b. Cleaning of dirt and debris;

c. Graffiti removal or the correction of other vandalism;

d. Repair and maintenance of planters, landscaping within planters and street trees within the planter areas;

Nothing in this Agreement shall prohibit the University from contracting with third parties to comply with its responsibilities under this Agreement.

4. REVISIONS BY THE UNIVERSITY: The University may request the City allow changes to improvements within the Maintenance Area following completion of the initial construction and shall be permitted to make such changes if the changes are approved in writing by the City Engineer. The University shall obtain all necessary permits and approvals prior to constructing or reconstructing any improvement within the Maintenance Area.

5. REVISIONS BY THE CITY: The City has the right to construct or reconstruct any improvement in the Maintenance Area and to construct in such a way that differs from the initial construction. In such event, the City has the right to levy special assessments on the Property for any improvement inside the Maintenance Area to the extent not covered (and paid for by the University) under this Agreement and all improvements maintained by the City in accordance with City Policy and State Statutes.

6. PUBLIC SAFETY: In the event that the improvements constructed by the University in accordance with the Plans become a hazard to public safety, as reasonably determined by the City Engineer, then the parties shall meet and confer to discuss reasonable means to mitigate such hazard. The cost of any modifications to improvements constructed by the University in the Maintenance Area deemed necessary by the parties to mitigate a hazard to public safety shall be the University's responsibility.

7. ADJACENT CITY PROJECTS: The City has the right to construct and reconstruct streets and utilities or maintain city owned terrace trees adjacent to the Maintenance Area and such construction or reconstruction may impact the improvements that the University is responsible for maintaining under this Agreement. In the event of such construction or reconstruction impacting the University's improvements, the University shall be responsible for any restoration, replacement or reconstruction of the damaged or altered University improvements it deems necessary at its sole cost and expense to the extent the costs and expenses to accomplish the same shall not be collectible by the City from adjacent property owners through special assessments, agreements between the City and the adjacent owners or otherwise.

8. DAMAGE: The City shall not be responsible for the repair of any damage to the improvements within the Maintenance Area, regardless of who or what caused said damage.

C. LEGAL RELATIONS

1. HOLD HARMLESS AND INSURANCE: During the term of this Agreement, the University agrees to hold harmless the City of Madison and its employees, agents, officers, and officials from any and all liability including claims, demands, losses, costs, damages, and expenses of every kind and description (including death), or damages to persons or property, based on the acts or omissions of the University, its officers, employees, or agents while acting within the scope of their employment or agency, consistent with sections 895.46(1) and 893.82 of the Wisconsin Statutes. It is not the intent of either party to this agreement to waive the provisions of Wis. Stats. ss. 893.80 or 893.82 or any other applicable immunity, protections, or limitations of liability applicable to either party which may be provided by law.

The University, an agency of the State of Wisconsin, provides liability coverage for its officers, agents, and employees consistent with Section 895.46(1) and 893.82 of the Wisconsin Statutes. The University's employees who participate in the activities resulting from this Agreement are employees of the Board of Regents of the University of Wisconsin System. Although the liability coverage provided by the State of Wisconsin under Wis. Stats. sec. 895.46(1) is self-funded, and continuous, it is subject to the damage cap in Wis. Stats. sec. 893.82(6). Such liability coverage includes, but is not limited to claims, demands, losses, costs, damages and expenses of every kind and description (including death), or damage to persons or property arising out this Agreement and founded upon or growing out of the acts or omissions of any of the employees of the University while acting within the scope of their employment where protection is afforded by Sections 893.82 and 895.46(1) of the Wisconsin Statutes. The University shall provide a copy of its standard coverage letter to the City upon request.

2. TERMINATION: Either party shall have the right to terminate this Agreement with 30 days written notice to the other party.

3. SEVERABILITY: If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

4. BINDING EFFECT: The covenants and conditions contained in this Agreement shall apply to and bind the Parties and their heirs, legal representatives, successors and assigns. Nothing herein shall prevent the University from transferring their interests in the Property and, upon such transfer, the obligations of such University under this Agreement shall become the obligation of the transferee.

5. COMPLIANCE WITH APPLICABLE LAWS: The University shall become familiar with, and shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations which in any manner affect the University's, and its agents and employees, conduct under this Agreement. The University's failure to comply with any such laws, ordinances or regulations shall be a default subject to Section **Error! Reference source not found.** of this Agreement.

6. ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified only in writing and must be signed by the University and the City.

7. CHOICE OF LAW, VENUE, AND FORUM SELECTION: This Agreement shall be governed by and construed, interpreted, and enforced in accordance with the laws of the State of Wisconsin, without regard to conflict of law principles. For any claim or suit or other dispute relating to this Agreement that cannot be mutually resolved informally, the venue shall be Dane County, Wisconsin, and the parties agree to submit themselves to the jurisdiction of a court of competent jurisdiction in said venue, to the exclusion of any other forum that may have jurisdiction over such a dispute according to any law.

8. WAIVER: The failure of any party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

9. RUN WITH THE LAND: All the terms, conditions, covenants and other provisions contained in this Agreement, including the benefits and burdens, shall run with the Owner's Property and shall be binding upon and inure to the benefit of and be enforceable by the University and the City and their respective successors and assigns.

10. DEFAULT/REMEDIES: If the University fails to complete any maintenance as required by this Agreement within a reasonable time period, the City has the right to complete the maintenance and charge the costs of such maintenance either as a direct charge to the University or a special charge or special assessment levied upon the Owner's Property.

11. NONDISCRIMINATION: In the performance of the services under this Agreement the University agrees not to discriminate against any employee or applicant because of race, religion, marital status, age, color, sex, disability, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. University further agrees not to discriminate against any subcontractor or person who offers to subcontract on this contract because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

12. AUTHORITY: The University represents that it has the authority to enter into this Agreement and the person signing on behalf of the University represents and warrants that he or she has been duly authorized to bind the University and sign this Agreement on the University's behalf.

13. COUNTERPARTS; ELECTRONIC DELIVERY: This Agreement and any document executed in connection herewith may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute the same document. Signatures on this Agreement may be exchanged between the Parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Agreement may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Agreement may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the Parties hereto, whether or not a hard copy is also delivered. Copies of this Agreement, fully executed, shall be as valid as an original.

[Signatures on next pages]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year first above written.

The Board of Regents of the University of Wisconsin System

By: _____
(signature)

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss
COUNTY OF DANE)

Personally came before me this ___ day of, 2026, _____, Vice Chancellor for_____, to me known to be such persons who executed the foregoing instrument and acknowledged that they executed the same as such officers, by its authority for the purposes therein contained.

_____

Notary Public Dane County, Wisconsin
My Commission Expires: _____

CITY OF MADISON, a Wisconsin municipal corporation

By: _____
Satya Rhodes-Conway, Mayor

By: _____
Lydia A. McComas, City Clerk

AUTHENTICATION

The signatures of Satya Rhodes-Conway, as the Mayor, and Lydia A. McComas, the City Clerk, on behalf of the City of Madison, are authenticated on this _____day of _____, 202__.

_____
Name: Doran Viste, Assistant City Attorney
Title: Member, State Bar of Wisconsin

This document contains the use of electronic signatures

Execution of this Agreement by City was authorized by Resolution Enactment No. RES-__-_____, ID No. _____, adopted by the Common Council of the City of Madison on _____, 202__.

Exhibit A

Affected Property Legal Description

Lot 1, Dane County Certified Survey Map No. 10494, recorded in Volume 62 of Certified Surveys, pages 88 – 93 as Document No. 3525323, Dane County Register of Deeds, in the City of Madison, Dane County, Wisconsin.

Exhibit B

Maintenance Area

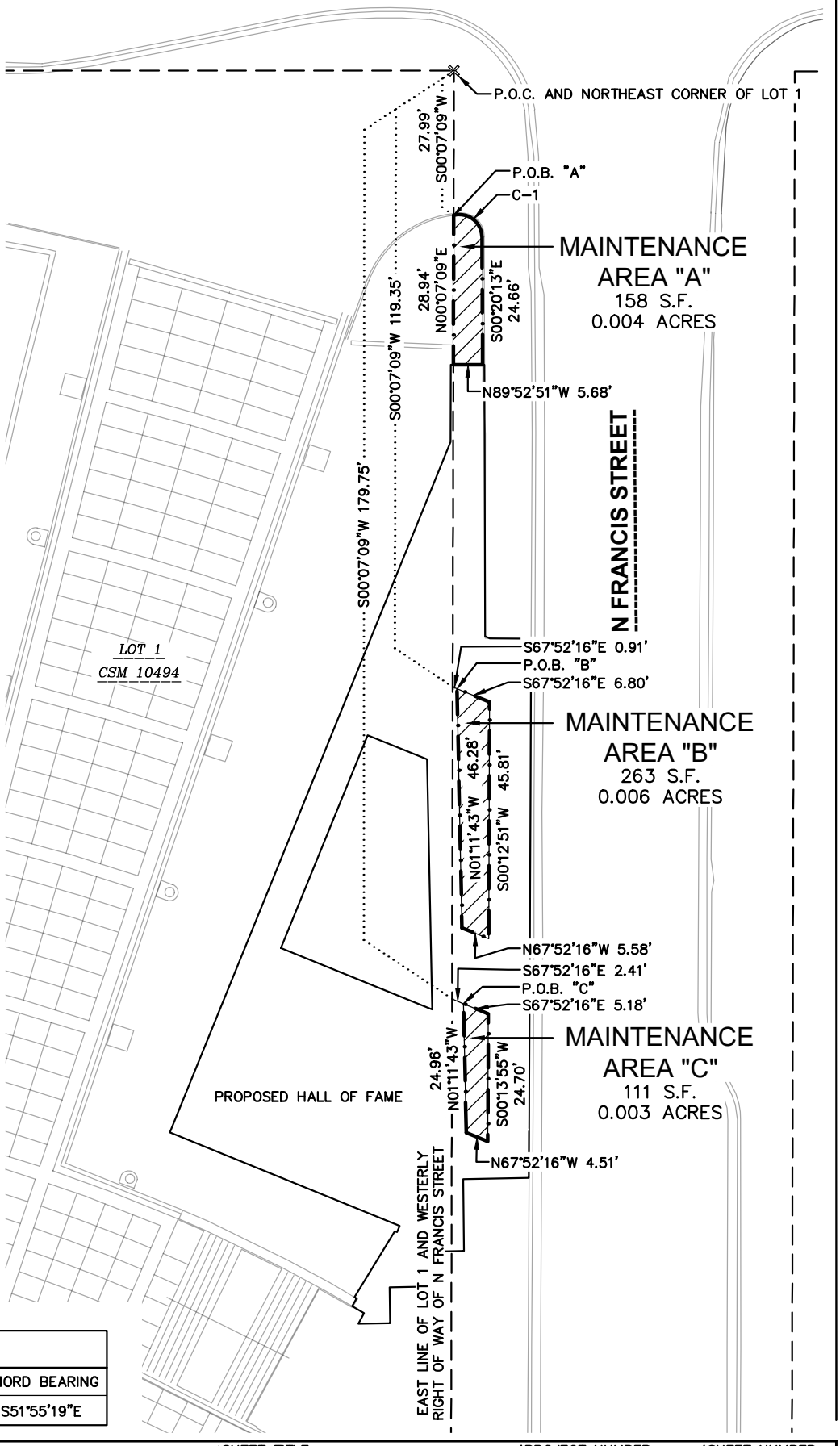
EXHIBIT B

LEGEND

⊠	CHISELED 'X'
— — — —	RIGHT–OF–WAY LINE
	MAINTENANCE AREA
P.O.C.	POINT OF COMMENCEMENT
P.O.B.	POINT OF BEGINNING

NOTES

1. BEARINGS FOR THIS SURVEY AND MAP ARE REFERENCED TO THE NORTHEASTERLY RIGHT–OF–WAY LINE OF WISCONSIN AND SOUTHERN RAILROAD, RECORDED AS N68°18'48"W.



north

0' 10' 20'

SCALE: 1"=20'

CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD	CHORD BEARING
C–1	8.07'	4.33'	106°40'14"	6.95'	S51°55'19"E

JSD
MADISON REGIONAL OFFICE
507 WEST VERONA AVENUE, SUITE 500
VERONA, WISCONSIN 53593
P. 608-848-5060

PROJECT:
UW KOHL CENTER
HALL OF FAME
601 W. DAYTON STREET
MADISON, WI

SHEET TITLE:
EXHIBIT B
MAINTENANCE AGREEMENT

PROJECT NUMBER: 25–15820
DRAWN BY: CMD
DATE: 05–28–2026

SHEET NUMBER: 1

File: \\JSDINC\projects2\2025\2515820\DWG\Survey Sheets\2515820 Mait Agreement.dwg Layout: 8.5x11 Exhibit User: colton.darwin Plotted: Jun 04, 2026 – 1:30pm

PLANTING IDENTIFICATION WITHIN MAINTENANCE AREA
DRAWING TITLE

N/A
ISSUED WITH

N/A
DRAWING NUMBER

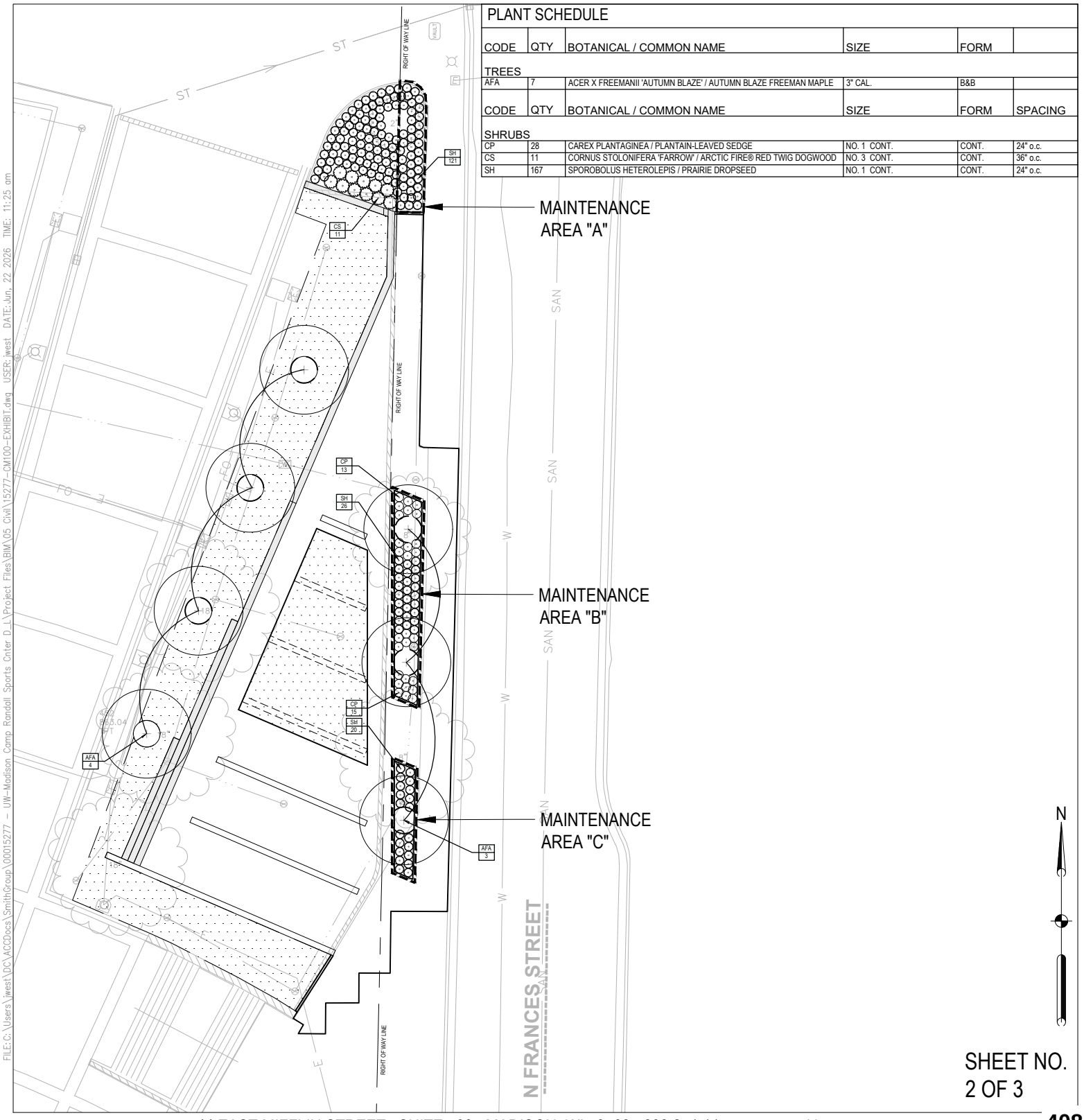
N/A
DRAWING REFERENCE

HALL OF FAME RELOCATION PLAN
PROJECT NAME

0' 15' 30'
SCALE
DRAWING SCALE

22D5A
PROJECT NUMBER

5-28-2026
DATE



SHEET NO.
2 OF 3

EXHIBIT B Continued
MAINTENANCE AGREEMENT AREAS
Legal Description

Maintenance Agreement Areas within the N Francis Street public right of way adjacent to Lot 1, Dane County Certified Survey Map No. 10494, recorded in Volume 62 of Certified Surveys, pages 88 – 93 as Document No. 3525323, Dane County Register of Deeds, located in the Southeast Quarter of the Northwest Quarter of Section 23, Township 07 North, Range 09 East, City of Madison, Dane County, Wisconsin, more particularly described as Maintenance Areas “A”, “B”, and “C” as follows:

Maintenance Area “A”:

Commencing at the Northeast corner of Lot 1, Certified Survey Map No. 10494, Recorded in Volume 62 of Certified Survey Maps, Pages 88-93, as Document No. 3525323; thence S00°07’09”W along the East line of said Lot 1, also being the Westerly right of way line of N Francis Street, 27.99 feet to Point of Beginning “A” and a point of curvature; thence along an arc to the right 8.07 feet, having a radius of 4.33 feet, and a chord bearing S51°55’19”E, 6.95 feet; thence S00°20’13”E, 24.66 feet; thence N89°52’51”W, 5.68 feet to East line of Lot 1, and the Westerly right of way line of N Francis Street; thence N00°07’09”E along said line, 28.94 feet to Point of Beginning “A”.

Said Area “A” contains 158 square feet or 0.004 acres.

Maintenance Area “B”:

Commencing at the Northeast corner of Lot 1, Certified Survey Map No. 10494, Recorded in Volume 62 of Certified Survey Maps, Pages 88-93, as Document No. 3525323; thence S00°07’09”W along the East line of said Lot 1, also being the Westerly right of way line of N Francis Street, 119.35 feet; thence S67°52’16”E 0.91 feet to Point of Beginning “B”; thence S67°52’16”E, 6.80 feet; thence S00°12’51”W, 45.81 feet; thence N67°52’16”W, 5.58 feet; thence N01°11’43”W, 46.28 feet to Point of Beginning “B”.

Said Area “B” contains 263 square feet or 0.006 acres.

Maintenance Area “C”:

Commencing at the Northeast corner of Lot 1, Certified Survey Map No. 10494, Recorded in Volume 62 of Certified Survey Maps, Pages 88-93, as Document No. 3525323; thence S00°07’09”W along the East line of said Lot 1, also being the Westerly right of way line of N Francis Street, 179.75 feet; thence S67°52’16”E, 2.41 feet to Point of Beginning “C”; thence S67°52’16”E, 5.18 feet; thence S00°13’55”W, 24.70 feet; thence N67°52’16”W, 4.51 feet; thence N01°11’43”W, 24.96 feet to Point of Beginning “C”;

Said Area “C” contains 111 square feet or 0.003 acres.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 89092

File ID:	89092	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	07/08/2025
File Name:				**Final Action:**	

Title: Report of Operator License Applications August 4, 2026. See attached report for list of operators.

Notes:

Sponsors:		**Effective Date:**	
Attachments:	new operators	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	echristianson@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/08/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				

Action Text: This License was RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

Text of Legislative File 89092

Title

Report of Operator License Applications August 4, 2026. See attached report for list of operators.

Holder Name	License
ALRC Review - Recommendation: Grant	
Schoenhard, karl E	LICOPR-2026-00348
Police Review - Submit to Council	
Allan, Jayme	LICOPR-2026-00517
Andersen, Corey	LICOPR-2026-00493
Baca, Danielle Nicole	LICOPR-2026-00533
Bemboom, Madilyn J	LICOPR-2026-00534
Bengry, Augustus V	LICOPR-2026-00495
Bettenhausen, Cole Michael	LICOPR-2026-00506
CALCAGNO, SARAH D	LICOPR-2026-00529
Casper, Brad	LICOPR-2026-00535
Castillo, Faith	LICOPR-2026-00531
Cook, Quinn	LICOPR-2026-00518
DEBOLT, JENNIFER L	LICOPR-2026-00527
Drapesa, Ashlyn	LICOPR-2026-00634
Ennis, Elsie	LICOPR-2026-00501
GEIS, AMELIA J	LICOPR-2026-00521
GERARD, ANGELIKAH G	LICOPR-2026-00496
Gomez, Maylin A	LICOPR-2026-00492
Goss, Matthew R	LICOPR-2026-00488
Grossmeyer, Helaina Marie	LICOPR-2026-00512
Hammell, Isabel Solenne	LICOPR-2026-00510
HOLMBECK, LAURYN I	LICOPR-2026-00489
House, Celeste L	LICOPR-2026-00513
Jager, Karl Edmund	LICOPR-2026-00514
Kunsel, Tenzin	LICOPR-2026-00509
Longstreth, Braden C	LICOPR-2026-00419
Marks, Brodie M	LICOPR-2026-00499
Menendez, Lisa	LICOPR-2026-00507
MILLER, JACOB E	LICOPR-2026-00504
Montoya, Britney N	LICOPR-2026-00524
Peterson, Emily Rae	LICOPR-2026-00522
Poels, Jessica	LICOPR-2026-00497
Ramirez, Rebecca L	LICOPR-2026-00498
REICHHOLD, AMANDA E	LICOPR-2026-00500
Rockvam, Joshua	LICOPR-2026-00505
Roe, Gabriel	LICOPR-2026-00508
SAILORS, MADISEN L	LICOPR-2026-00526
Stewart-LaViolette, Braylyn	LICOPR-2026-00511
Sullivan, Patrick	LICOPR-2026-00528
threlkeld, lisa m	LICOPR-2026-00491
Torres-manzanares, Hector	LICOPR-2026-00525

Wiatr, Dorothy	LICOPR-2026-00530
Wronski, Steven	LICOPR-2026-00701

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94074

File ID: 94074 **File Type:** License **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** Clerk's Office

File Created Date : 07/16/2026

File Name: **Final Action:**

Title: Temporary Class B Retailer License
Concurrent with Street Use Permit
Marquette Neighborhood Association
Event Location: Orton Park
Event Date: 8/28/26 5-9pm, 8/29/26 11:30am-10pm, 8/30/26 9am-8pm
Police District: 408 (District 6)
Event: Orton Park Festival

Notes:

Sponsors: **Effective Date:**

Attachments: PERCPS-2026-00174 App_Redacted.pdf **Enactment Number:**

Author: **Hearing Date:**

Entered by: jverbick@cityofmadison.com **Published Date:**

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/16/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				
	Action Text:	This License was RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER					
	Notes:	Recommend to grant on the condition that the Alcohol License Review Committee approves the permit. Alcohol License Review Committee- Public Hearing (8/19/26)					
1	COMMON COUNCIL	07/21/2026	Refer	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Glenn, to Refer to the COMMON COUNCIL meeting of 8/4/26. The motion passed by voice vote/other.					
	Notes:	Additional referral to Alcohol License Review Committee meeting of 8/19/26.					
1	COMMON COUNCIL	07/21/2026	Referred	ALCOHOL LICENSE REVIEW COMMITTEE			
	Action Text:	This License was Referred to the ALCOHOL LICENSE REVIEW COMMITTEE					

Text of Legislative File 94074

Title

Temporary Class B Retailer License
Concurrent with Street Use Permit
Marquette Neighborhood Association
Event Location: Orton Park
Event Date: 8/28/26 5-9pm, 8/29/26 11:30am-10pm, 8/30/26 9am-8pm
Police District: 408 (District 6)
Event: Orton Park Festival

Temporary B License

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Street Use: ☐ No ☒ YES
Office Use Only

(Agenda Item number) –if Street Use–

(Legistar file number) –if Street Use–

PERCPS-2026-00174
(License number)

6 (Alder District #)

408 (Police Sector)

Office Use Only

- Temporary Class "B" (beer) and "Class B" (wine) licenses are available to **bona fide clubs, chambers of commerce, churches, Lodges/Societies, Veteran's Organizations, and Fair Associations** only. Being a non-profit company is not enough.
- You may get an unlimited number of temporary licenses for Beer, but **only two licenses for wine** each twelve *months*.
- If your plans include using the street for your event, you will need a **Street Use Permit** and you must apply at least 60 days before your event.
- At least one **licensed bartender** must be present.
- **The fee** is $10 for beer and/or wine per event – events may have consecutive days.

The named organization applies for:

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

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

Organization

Pick one: ☒ Bona fide Club ☐ Chamber of Commerce ☐ Church
☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association

Organization Name: Marquette Neighborhood Association Phone: 608-770-9066

Address: PO Box 8474 Madison 53708 Email: Kdavey608@gmail.com Website: marquette-neighborhood.org

Date organized: 1968 If a corporation, give date of incorporation: _____

WI State Seller's Permit ID: _____

☒ We are not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats.

☐ We *have* been convicted of a violation of Chapter 38.

Organization Officers	Name	City, State	Birthdate
President	Eric Hamilton	Madison WI	[redacted]
Vice President	Lynn Lee	Madison WI	
Treasurer	Elle Grevstad	Madison WI	
Secretary	Jen Plants	Madison WI	
Person in charge of event	Name: Katherine Davey	Phone: 608 770 9066	Email: Kdavey608@gmail.com

REV 07/2019

continued on page two - OV

Event Information

Event Name: Orton Park Festival Event dates & time(s): 5-9pm on 8/28/26
11:30AM - 10pm 8/29/26
9AM - 8pm 8/30/26

Event Address: Orton Park 1103 Sparight St. Estimated Attendance: 2000 - 3,000

Do the premises you want to license occupy *all* of the building/property? Yes No? Then please describe fully which parts of the property or building you want to be covered with this license. (Which section of the parking lot, which floor of the building, or which specific rooms in it. etc):

Explain the purpose and nature of the event: Celebrating community and raising funds for MNA's many programs & initiatives.

Describe your planned method of crowd control: Off duty MPDs plus an experienced 20-person crew connected by two way radios.

How many security persons will you have on the licensed premises? 2

Will food be served? ☒ Yes ☐ No Will a tent be used? ☒ Yes ☐ No

Will the street be used? ☒ Yes ☐ No Will wine be served? ☐ No ☒ Yes: 2 of 2 per year

Wholesaler/distributor/brewery who will supply fermented malt beverage: General Beverage

Quantities ordered: 40 barrels

(If serving wine) Wholesaler/distributor/winery who will supply wine: General Beverage

Quantities ordered: 10 cases

Declaration

☒ The information provided in this application is true and correct to the best of my knowledge and belief.

Officer Signature Lynn Lee Date: 3.30.2026

Printed name of **Officer** who is signing: LYNN LEE

REV 07/2019

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94079

File ID:	94079	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	07/16/2026
File Name:				**Final Action:**	

Title: Temporary Class B Retailer License
Concurrent with Street Use Permit
Madison Homebrewers and Tasters Guild
Event Location: Olin Park, 1156 Olin Turville Ct
Event Date: August 8, 2026 11am - 7pm
Police District: 313 (District 14)
Event: Great Taste of the Midwest

Notes:

Sponsors:		**Effective Date:**	
Attachments:	PERCPS-2026-00144 app_Redacted.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/16/2026	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				
	Action Text:	This License was RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER					
1	COMMON COUNCIL	07/21/2026	Refer	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Figueroa Cole, seconded by Glenn, to Refer to the COMMON COUNCIL meeting of 8/4/26. The motion passed by voice vote/other.					

Text of Legislative File 94079

Title

Temporary Class B Retailer License
Concurrent with Street Use Permit
Madison Homebrewers and Tasters Guild
Event Location: Olin Park, 1156 Olin Turville Ct
Event Date: August 8, 2026 11am - 7pm

Police District: 313 (District 14)
Event: Great Taste of the Midwest

Temporary B License

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Street Use: ☐ No ☑ YES
Office Use Only

(Agenda Item number) –if Street Use–

(Legistar file number) –if Street Use–

PER CPS 2026 00174
(License number)

14 (Alder District #) 313 (Police Sector)

Office Use Only

- Temporary Class "B" (beer) and "Class B" (wine) licenses are available to **bona fide clubs, chambers of commerce, churches, Lodges/Societies, Veteran's Organizations, and Fair Associations** only. Being a non-profit company is not enough.
- You may get an unlimited number of temporary licenses for Beer, but **only two licenses for wine** each twelve months.
- If your plans include using the street for your event, you will need a **Street Use Permit** and you must apply at least 60 days before your event.
- At least one **licensed bartender** must be present.
- **The fee** is $10 for beer and/or wine per event – events may have consecutive days.

The named organization applies for:

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

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

Organization

Pick one: ☒ Bona fide Club ☐ Chamber of Commerce ☐ Church ☐ Lodge/Society ☐ Veteran's Organization ☐ Fair Association

Organization Name: MADISON HOMEBREWERS and TASTERS GUILD Phone: 713-301-8319

Address: PO BOX 1365, MADISON WI 53701 Email: michaelvandersnick316@gmail.com Website: MHTG.org

Date organized: 1983 If a corporation, give date of incorporation: _____

WI State Seller's Permit ID: _____

☒ We are not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats.

☐ We *have* been convicted of a violation of Chapter 38.

Organization Officers	Name	City, State	Birthdate
President	Lee Jones	Madison, WI	[redacted]
Vice President	Justin Kuehn	Sun Prairie, WI	
Treasurer	Ryan Mallet	Madison, WI	
Secretary	Laura Hall	Madison, WI	
Person in charge of event	Name	Phone	Email
	Doug Randall	608 215-8329	chairman@greattaste.org

REV 07/2019

continued on page two - OVER

Event Information

Event Name: Great Taste of the Midwest Event dates & time(s): Beer Storage 8/7/2026 Event 8/8/2026 11am-7pM

Event Address: Olin Park, 1156 Olin Turville Ct., Madison Estimated Attendance: 9000 patrons

Do the premises you want to license occupy *all* of the building/property? No No? Then please describe fully which parts of the property or building you want to be covered with this license. (Which section of the parking lot, which floor of the building, or which specific rooms in it. etc):

The premises include all areas secured by fencing, including the pavillion and a number of tents.

Explain the purpose and nature of the event: Annual beer-tasting festival.

Describe your planned method of crowd control: Madison Police, staff, and private security

How many security persons will you have on the licensed premises? 19+ officers and additional on traffic duty.

Will food be served? ☒ Yes ☐ No Will a tent be used? ☒ Yes ☐ No

Will the street be used? ☒ Yes ☐ No Will wine be served? ☐ No ☒ Yes: 1 of 2 per year

Wholesaler/distributor/brewery who will supply fermented malt beverage: General Beverage/Frank Distr.

Quantities ordered: 2-3½ barrels for each of approximately 200 brewers

(If serving wine) Wholesaler/distributor/winery who will supply wine: Same as above

Quantities ordered: 30 cases or equivalent

Declaration

☒ The information provided in this application is true and correct to the best of my knowledge and belief.

Officer Signature: Laura Hall Date: 6-17-26

Printed name of **Officer** who is signing: Laura Hall

MADIHOM-01 TVOLBRECHT

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 6/12/2026

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

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

PRODUCER	CONTACT NAME: Tracy Volbrecht, CIC, CISR	
TRICOR, LLC - Madison 2001 W Beltline Hwy Ste 201 Madison, WI 53713	PHONE (A/C, No, Ext): (608) 466-6701 1507	FAX (A/C, No):
	E-MAIL ADDRESS: tvolbrecht@tricorinsurance.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : West Bend Insurance Company	15350
INSURED	INSURER B :	
Madison Home Brewers and Tasters Guild PO Box 1365 Madison, WI 53701	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X		A547517	12/10/2025	12/10/2026	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO			A547517	12/10/2025	12/10/2026	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Equip Floater			A547517	12/10/2025	12/10/2026	Rented/Leased Equip	200,000
A	Liquor Liab	X		TBD	8/8/2026	8/9/2026	Liquor Liabili Event	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Coverage applies only to the extent provided by the policy and subject to all of the policy terms, conditions, exclusions, endorsements and all applicable laws.

City of Madison is an additional insured in regards to general liability and liquor liability.

CERTIFICATE HOLDER

City of Madison
210 Martin Luther King Jr Blvd
Madison, WI 53703-3340

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94208

File ID:	94208	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Department of Planning and Community and Economic Development
				File Created Date :	07/29/2026
File Name:	CSM Re-Approval - 709 Northport Dr			**Final Action:**	

Title: Re-approving a Certified Survey Map of property owned by Northside Christian Assembly located at 709 Northport Drive (District 18).

Notes:

Sponsors:	Planning Division	**Effective Date:**	
Attachments:	Proposed CSM.pdf, CSM Approval Letter_07-08-25.pdf, Link to Resolution ID 88558	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Planning and Community and Economic Development	07/29/2026	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER				

Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055 - REPORT OF OFFICER

Notes: Staff recommends re-approval of the proposed CSM subject to the conditions in the July 8, 2025 approval letter.

Text of Legislative File 94208

Fiscal Note
No City appropriation is required with the re-approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Re-approving a Certified Survey Map of property owned by Northside Christian Assembly

located at 709 Northport Drive (District 18).

Body
WHEREAS a Certified Survey Map of property owned by Northside Christian Assembly located at 709 Northport Drive, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS the Common Council previously approved this Certified Survey Map by Resolution 25-00420 (ID 88558) on July 15, 2025; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications to the public proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

WHEREAS Wis. Stat. 236.34(2)(b) requires that a Certified Survey Map be offered for recording within twelve (12) months of last approval of same;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby re-approved by the Madison Common Council subject to the prior conditions of approval.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

SURVEY LEGEND

- ● FOUND 3/4" ø IRON ROD
- ◎ FOUND 1" ø IRON PIPE
- ⊗ FOUND 2" ø IRON PIPE
- ¤ SET 3/4" x 18" SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
- ( ) INDICATES RECORDED AS

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

0 80 160

SCALE: 1" = 80'

GRID NORTH BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2011), THE EAST LINE OF THE SE 1/4 OF SECTION 26 MEASURED AS BEARING S01°25'59"W

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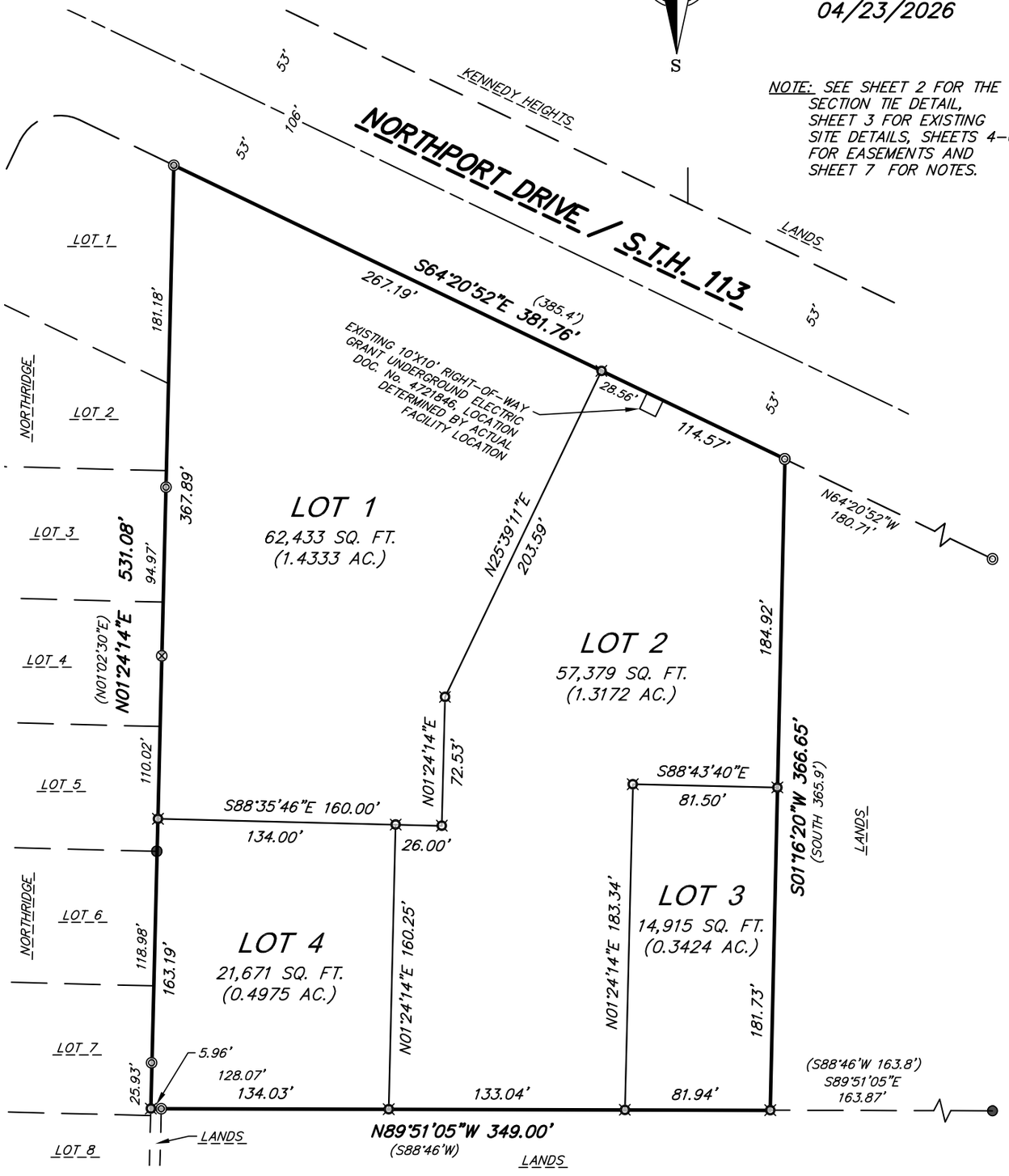
WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

04/23/2026

NOTE: SEE SHEET 2 FOR THE SECTION TIE DETAIL, SHEET 3 FOR EXISTING SITE DETAILS, SHEETS 4-6 FOR EASEMENTS AND SHEET 7 FOR NOTES.



23 Apr 2026 - 9:38a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher advisors / engineers / surveyors	FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 1 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

04/23/2026

MEANDER CORNER FOR THE EAST 1/4 CORNER OF SECTION 26-08-09, FOUND BRASS CAP MONUMENT OF RECORD, MEASURED COUNTY COORDS ARE:
N-507,020.38
E-821,480.99
PUBLISHED COUNTY COORDS (1997) ARE:
N-507,020.38
E-821,480.99

S01°25'59"W 4.00'

TRUE CORNER FOR THE EAST 1/4 CORNER OF SECTION 26-08-09, NO MONUMENT PUBLISHED COUNTY COORDS (1997) ARE:
N-507,016.38
E-821,480.89

NORTHPORT DRIVE / S.T.H. 113

S64°20'52"E 381.76'

N01°24'14"E 531.08'

THIS C.S.M.

S01°16'20"W 366.65'

N89°51'05"W 349.00'

N88°34'01"W 583.74'

1247.18'

MON.-MON. = S01°25'59"W 2658.25'
2654.25'

1407.07'

SECTION TIE DETAIL

(NOT TO SCALE)

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GRID NORTH
BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, DANE COUNTY, WISCONSIN, NAD83 (2011), THE EAST LINE OF THE SE 1/4 OF SECTION 26 MEASURED AS BEARING S01°25'59"W

SOUTHEAST CORNER OF SECTION 26-08-09, FOUND BRASS CAP MONUMENT OF RECORD, MEASURED COUNTY COORDS ARE:
N-504,362.96
E-821,414.52
PUBLISHED COUNTY COORDS (1991) ARE:
N-504,363.17
E-821,414.49

23 Apr 2026 - 9:39a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher
advisors / engineers / surveyors

FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 2 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

0 80 160

SCALE: 1" = 80'

WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

04/23/2026

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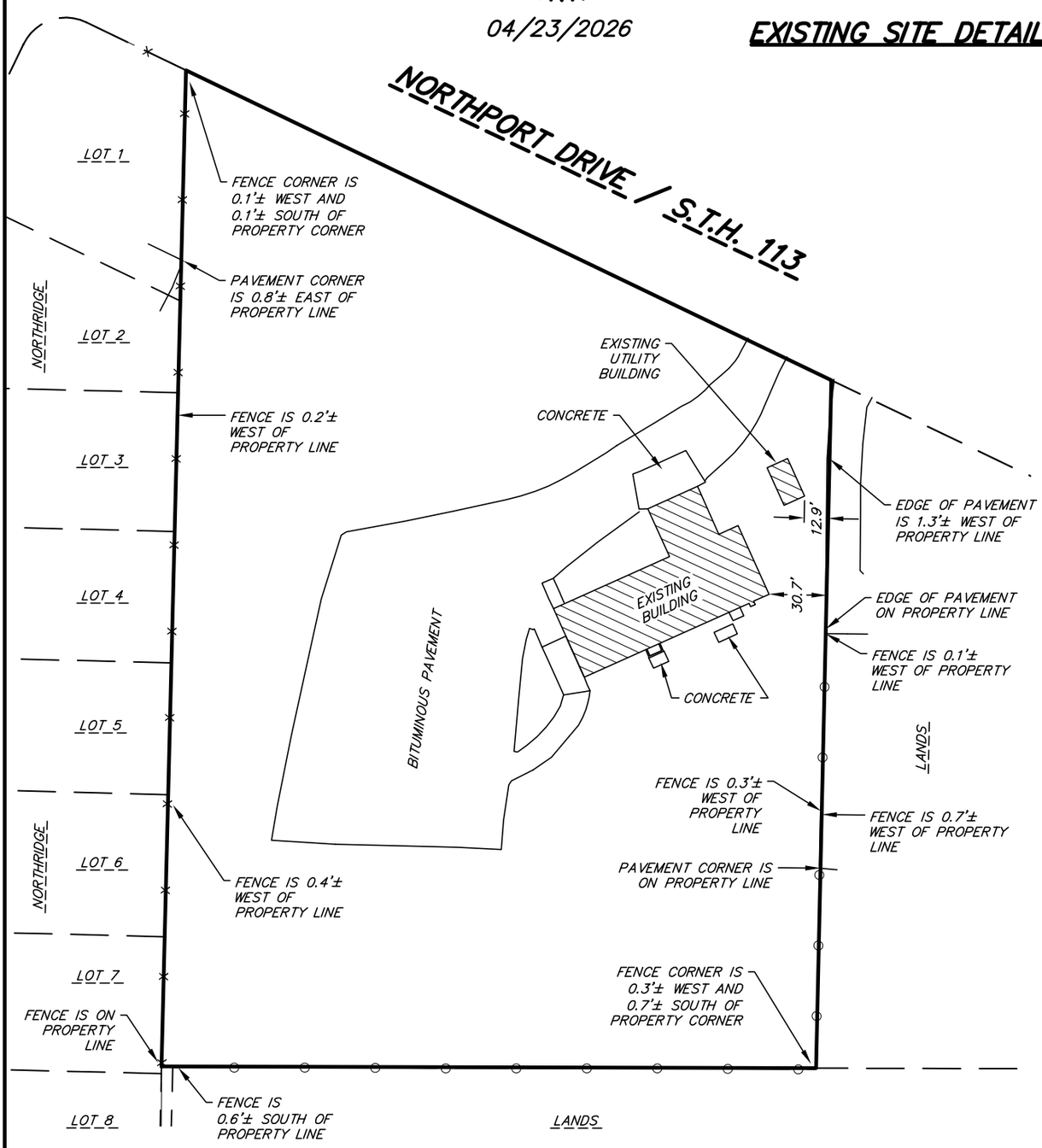
EXISTING SITE DETAILS



23 Apr 2026 - 9:41a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher
advisors / engineers / surveyors

FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 3 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

0 80 160

SCALE: 1" = 80'

WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

04/23/2026

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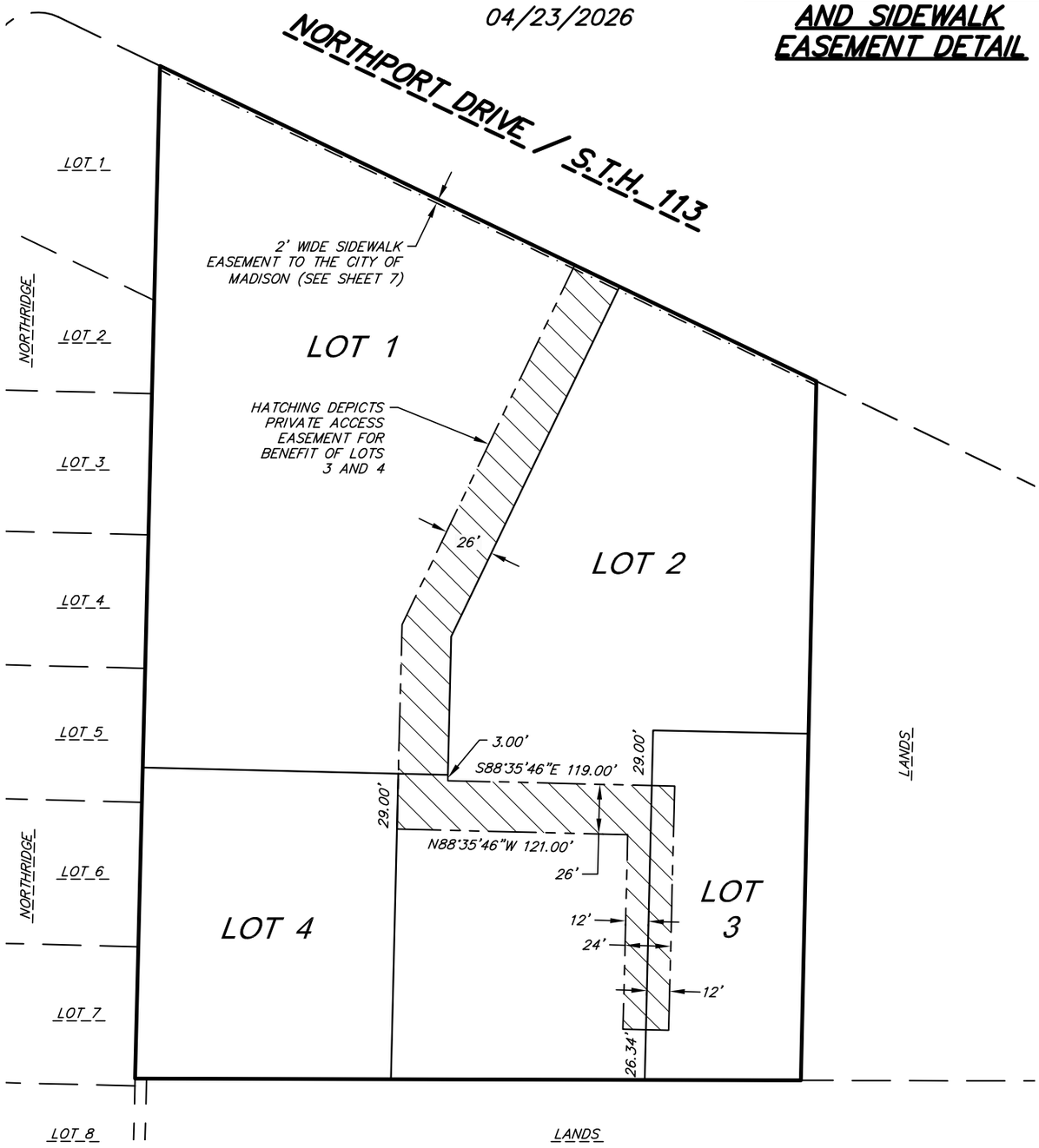
NEW PRIVATE ACCESS AND SIDEWALK EASEMENT DETAIL



23 Apr 2026 - 9:42a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher
advisors / engineers / surveyors

FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 4 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

0 80 160

SCALE: 1" = 80'

WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

04/23/2026

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W E
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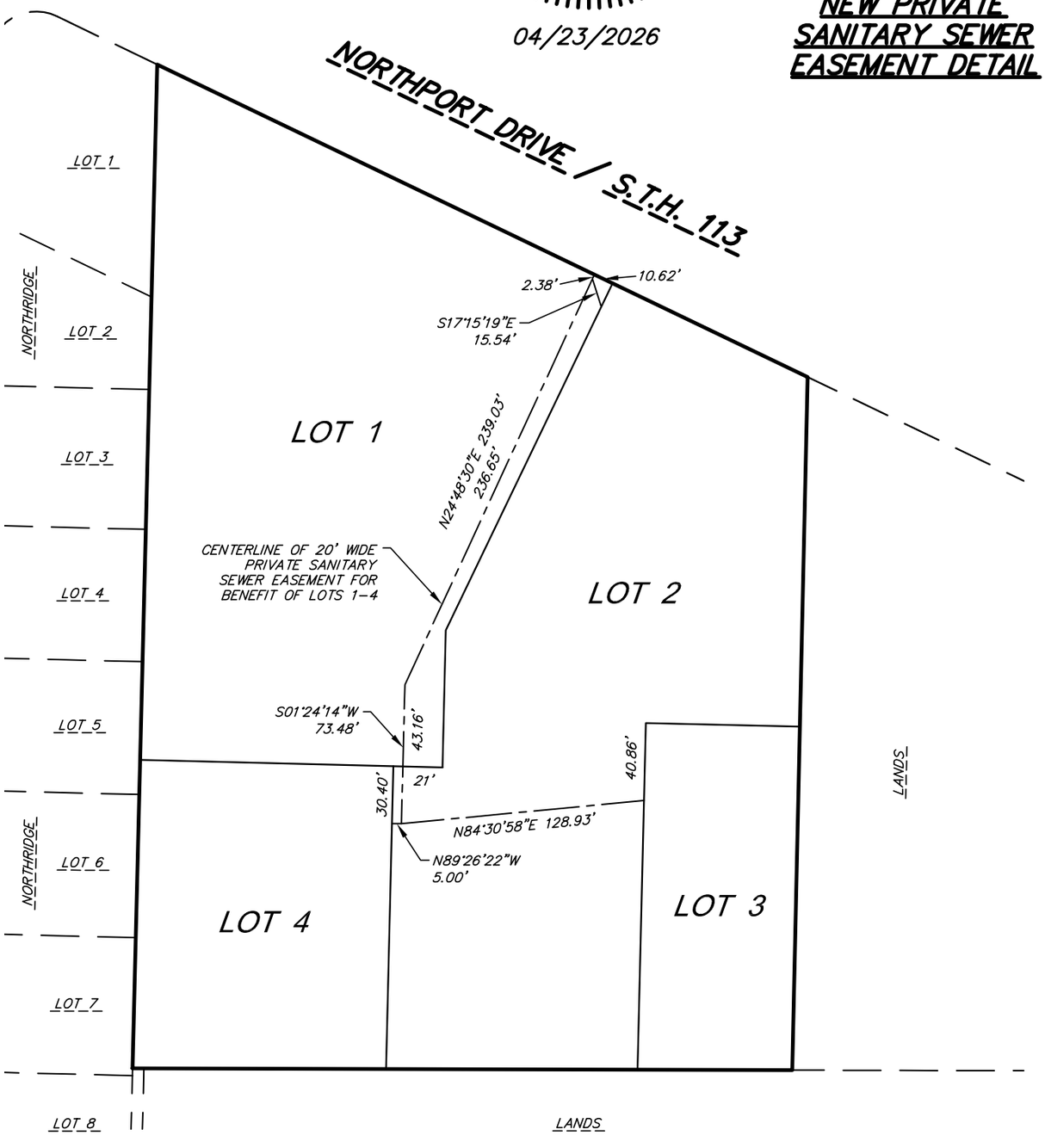
NEW PRIVATE SANITARY SEWER EASEMENT DETAIL



23 Apr 2026 - 9:42a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher advisors / engineers / surveyors	FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 5 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

0 80 160

SCALE: 1" = 80'

WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
SURVEYOR

04/23/2026

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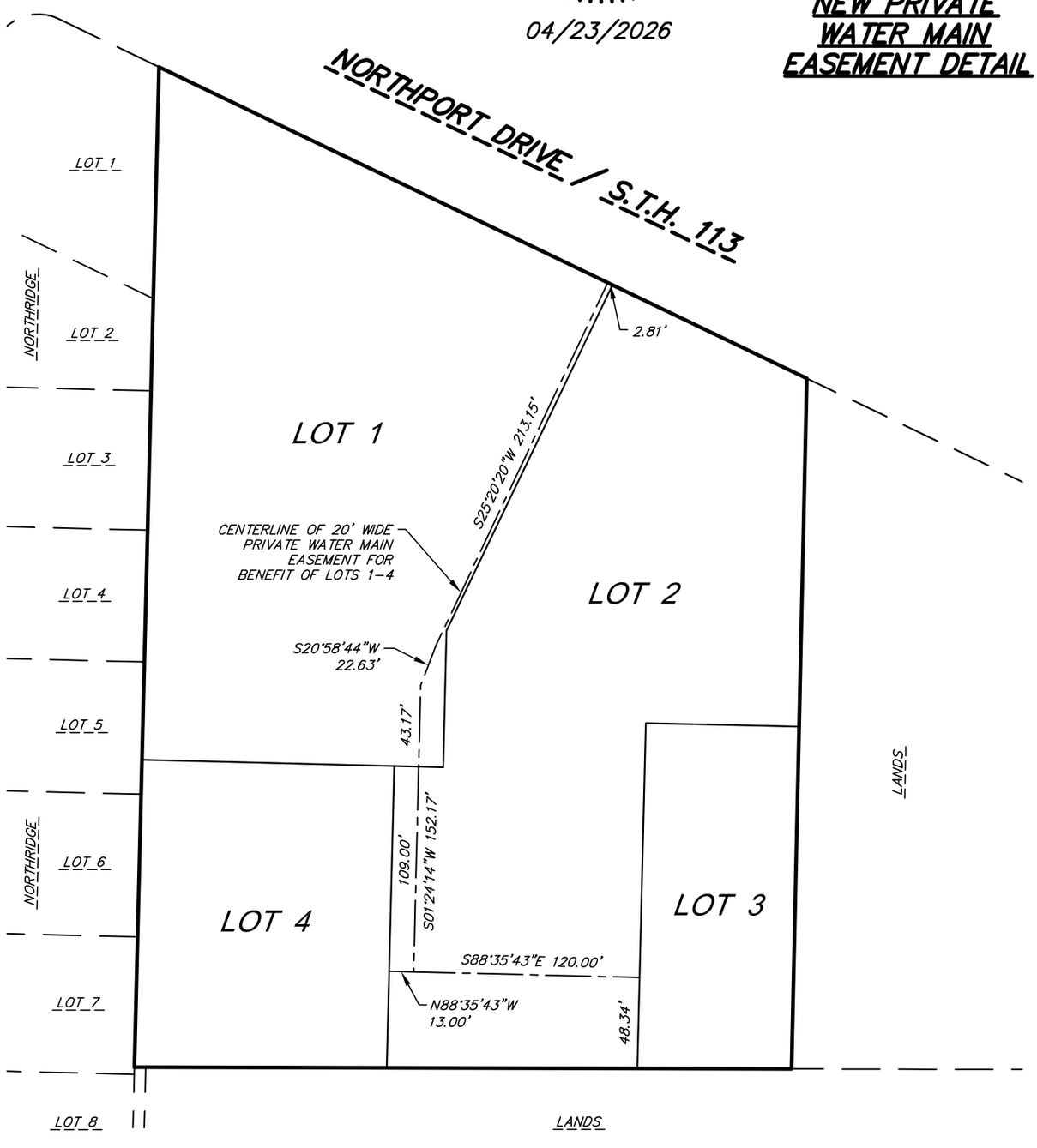
S

NEW PRIVATE WATER MAIN EASEMENT DETAIL



23 Apr 2026 - 9:43a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher advisors / engineers / surveyors	FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 6 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

LEGAL DESCRIPTION

Being a part of the NE 1/4 of the SE 1/4 of Section 26, T08N, R09E, City of Madison, Dane County, Wisconsin, more fully described as follows:

Commencing the east quarter corner of said Section 26; thence S01°26'01"W, along the east line of the SE 1/4, a distance of 1,247.18 feet; thence N88°34'01"W, 583.74 feet to the point of beginning of this description; thence N89°51'05"W, 349.00 feet to a point on the east line of the plat of Northridge, recorded as Document Number 2104221; thence N01°24'14"E, along said east plat line, 531.08 feet to a point on the southwesterly right-of-way line of Northport Drive; thence S64°20'52"E, along said southwesterly right-of-way line, 381.76 feet; thence S01°16'20"W, 366.65 feet to the point of beginning.

This description contains 156,398 square feet or 3.5904 acres, more or less.

Public Sidewalk and Bike Path Easement:

Creation of Easement Rights: A permanent easement over, across a portion of the property (the "Easement Area") is established, memorialized, reserved by, granted, conveyed, transferred and assigned to the City of Madison for the uses and purposes hereinafter set forth. The Easement Area may be used by the City of Madison for public sidewalk purposes. City of Madison and its employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the public sidewalk within the Easement Area. City of Madison shall have the further right of ingress and egress to and from the Easement Area in order to exercise its rights and privileges hereunder, and to cut and remove trees, vegetation and other impediments in the Easement Area which may obstruct or interfere with the actual or potential use of the Easement Area for the foregoing purposes.

Property Restoration: City of Madison shall repair any damage caused to any pavement, concrete or turf located within the Easement Area and/or the Property as a result of the use of the Easement Area by or on behalf of the City of Madison as provided herein. Following completion of any excavation work, City of Madison shall promptly restore the area affected by the work to the original grade and surface condition including the repair or replacement of pavement, concrete and turf.

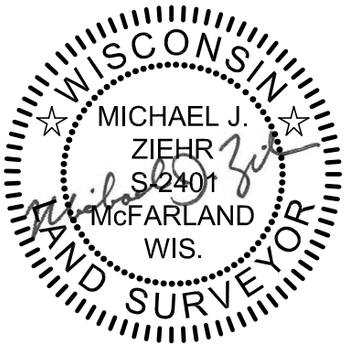
Limitations on Use of Easement Area: The owner of the Property shall have the right to use the Easement Area for any purpose, provided such use shall not interfere with the easement rights of the City of Madison hereunder. No buildings or structures or fences unrelated to the public use shall be constructed in and no grade change shall be made to the Easement Area without the written consent of the City of Madison's Engineering Division City Engineer.

Binding Effect: This Easement shall run with the land described herein and shall be binding upon the owners of the Property, and their successors in interest.

Release of Rights to Easements Created by Plat: Any release of rights that were placed on platted land which was required by a public body or which names a public body or public utility as grantee shall be released by recording a separate easement release document with the Dane County Register of Deeds in accordance with ss236.293.

NOTE:

1. Lots within this C.S.M. are subject to impact fees that are due and payable at the time building permit(s) are issued.



04/23/2026

23 Apr 2026 - 9:44a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher advisors / engineers / surveyors

FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 7 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

OWNER'S CERTIFICATE

Northside Christian Assembly, a Wisconsin nonprofit corporation, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner(s), we hereby certify that we caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map hereon. We further certify that this Certified Survey map is required by S236.34 to be submitted to the City of Madison for approval. Witness the hand and seal of said owner this _____ day of _____, 2026.

Northside Christian Assembly
a Wisconsin nonprofit corporation

By: _____
Rev. Joe T. Oby, President

State of Wisconsin)
)ss.
County of Dane)

Personally came before me this _____ day of _____, 2026, the above named Rev. Joe T. Oby, President, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____ *My Commission expires:* _____
Notary Public, State of Wisconsin

CONSENT OF MORTGAGEE

Church Extension Plan, an Oregon nonprofit corporation, a banking association duly organized and existing under and by virtue of the laws of the State of Oregon, mortgagee of the above described land, does hereby consent to the surveying, dividing, mapping, and dedicating of the land described on this Certified Survey Map and does hereby consent to the Owner's Certificate.

IN WITNESS WHEREOF, the said Church Extension Plan, has caused these presents to be signed by _____ its _____, at _____, _____, on this _____ day of _____, 2026.

Church Extension Plan
an Oregon nonprofit corporation

By: _____

State of _____)
)ss.
County of _____)

Personally came before me this _____ day of _____, 2026, _____, of the above named banking association, to me known to be the persons who executed the foregoing instrument, and to me known to be such _____ of said banking association, and acknowledged that they executed the foregoing instrument as such officer as the deed of said banking association, by its authority.

_____
Notary Public, State of _____

My Commission expires: _____

WISCONSIN
MICHAEL J. ZIEHR
S-2401
McFARLAND
WIS.
LAND SURVEYOR

04/23/2026

23 Apr 2026 - 9:45a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher advisors / engineers / surveyors	FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826-0532	SHEET 8 OF 9

CERTIFIED SURVEY MAP No._____

A PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 08 NORTH, RANGE 09 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

CITY OF MADISON COMMON COUNCIL CERTIFICATE

Resolved that the Certified Survey Map located in the City of Madison was hereby approved by Enactment Number _____, File ID Number _____, adopted on the _____ day of _____, 20_____, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this _____ day of _____, 20_____.

_____
Lydia A. McComas, City Clerk, City of Madison

CITY OF MADISON PLAN COMMISSION CERTIFICATE

Approved for recording per the Secretary of the City of Madison Plan Commission.

By: _____ *Date:* _____
Matthew Wachter,
Secretary of the Plan Commission

SURVEYOR'S CERTIFICATE

I, Michael J. Ziehr, Professional Land Surveyor, S–2401, do hereby certify to the best of my knowledge and belief, that I have surveyed, divided and mapped the lands described herein and that the map on sheet one (1) is a correct representation of the exterior boundaries of the land surveyed and the division of that land in accordance with the information provided. I further certify that this Certified Survey Map is in full compliance with Chapter 236.34 of the Wisconsin State Statutes, Chapter A–E7 of the Wisconsin Administrative Code and the Subdivision Ordinance of the City of Madison in surveying, dividing and mapping the same.

Vierbicher Associates, Inc.
By: Michael J. Ziehr

Date: APRIL 23, 2026

Signed: _____
Michael J. Ziehr, P.L.S. S–2401

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 2026, at _____ o'clock _____.m. and recorded in Volume _____ of Certified Survey Maps on pages _____, as Doc. No. _____.

_____
Kristi Chlebowski,
Dane County Register of Deeds

23 Apr 2026 - 9:47a M:\Northpointe Development\240474_709 Northport Drive\CADD\240474_CSM.dwg by: mzie

vierbicher
advisors / engineers / surveyors

FN: 240474 DATE: 12/04/2025 REV: 04/23/2026 Drafted By: MZIE Checked By: SCHU	SURVEYED FOR: Northpointe Development 230 Ohio Street, Suite 200 Oshkosh, WI 54902	SURVEYED BY: Vierbicher Associates, Inc. 525 Junction Road, Suite 7000 Madison, WI 53717 (608) 826–0532	SHEET 9 OF 9

Department of Planning & Community & Economic Development
Planning Division
Meagan Tuttle, Director
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd
P.O. Box 2985
Madison, Wisconsin 53701-2985
Phone: (608) 266-4635
www.cityofmadison.com

July 8, 2025

Kevin Pape
Vierbicher
999 Fourier Drive, Suite 201
Madison, Wisconsin 53705

RE: LNDCSM-2025-00020; ID 88558 – Certified Survey Map – 709 Northport Drive, Section 26, T8N, R9E, City of Madison, Dane County, Wisconsin (Northside Christian Assembly)

Dear Kevin,

The Certified Survey Map (CSM) to divide property located at 709 Northport Drive into four lots is hereby **conditionally approved**. The property is zoned TR-U1 (Traditional Residential–Urban 1 District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Brenda Stanley of the City Engineering Division at (608) 261-9127 if you have questions regarding the following seven (7) items:

1. Enter into a City / Developer agreement for the required infrastructure improvements. Agreement to be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact City Engineering to schedule the development and approval of the plans and the agreement. (MGO 16.23(9)c)

2. Construct sidewalk, terrace, curb, gutter, and pavement along Northport Drive to a plan as approved by the City Engineer.

3. Construct public sanitary sewer, storm sewer, and drainage improvements as necessary to serve the lots within the plat/csm. (MGO 16.23(9)(d))

4. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to Engineering sign-off, unless otherwise collected with a Developer's / Subdivision Contract. Contact Mark Moder (608-261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff. (MGO 16.23(9)(d)(4)

5. A minimum of two (2) working days prior to requesting City Engineering signoff on the plat/csm contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at 608-261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel). (POLICY)

6. Provide an ownership/maintenance agreement (recorded) for the private sewer main prior to CSM/plan approval. (Policy)

7. The proposed parcels within this development (and/or adjacent to) are dependent on each other for overland and subsurface storm water drainage. A private Storm Sewer/Drainage Easement/Agreement for all parcels within (and/or adjacent to) this development shall be drafted, executed and recorded prior to building permit issuance.

Please contact Julius Smith of the City Engineering Division–Mapping Section, at (608) 264-9276 if you have questions regarding the following fourteen (14) items:

8. Grant a Public Sidewalk Easement to the City on the face of the Certified Survey Map along the frontage of Northport Dr. for widened terraces. The final location and width of the Sidewalk Easement is to be approved by City Engineering and Traffic Engineering. Contact Jule Smith (jsmith4@cityofmadison.com) with Engineering Mapping for the final language to be included on the face of the CSM.

9. Provide for review, comprehensive reciprocal easements and agreements including, but not limited to, access, pedestrian access, parking, utilities for sanitary and storm sewer and watermain, common areas, storm management, and common fire lane that are necessary to accomplish the land division or site development as proposed prior to final sign off. The document(s) shall be executed and recorded immediately subsequent to the CSM recording and prior to building permit issuance. All proposed lots shown are dependent on the single connection to both the street access and connection to public utilities and are unbuildable without proper easements/agreements to provide the access and services needed amongst the properties.

10. Note this project lies within the proposed North-South segment of the Bus Rapid Transit Project. This project may have needs along this route that affect the site development. Contact Mike Cechvala Transportation Planner for BRT, mcechvala@cityofmadison.com for information

11. Coordinate and request from the utility companies serving this area the easements required to serve this development. Those easements shall be properly shown, dimensioned and labeled on the final plat.

12. Remove the word Public from the title of the Easement Detail on sheet 4 of 7.

13. The Cross Access Easement as shown may have to extend down the westerly line of the proposed Lot 3 to facilitate the future planed multiple drive entries if that is still the intended use.

14. The Cross Access Easement as shown is being dedicated on the Face of the CSM this is preferred in this case as it explains on the CSM face how lots are being created without connection to the public way. This will need to be followed up with a declaration of the easement to define the rights between the lots. Additionally this should also be done to with connections to the City utilities being provided at the public way. Easements necessary to shall be shown to provide the lots with sewer and water on the face of the CSM to show that the lots are buildable on the Face of the CSM. Those easement shall also be followed up with a declaration of Easement after the CSM is recorded to further define any rights.

15. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jule Smith, City Engineering (jsmith4@cityofmadison.com)

16. In accordance with Section s. 236.18(8), Wisconsin Statutes, the Applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Plat or Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office (web address https://www.countyofdane.com/PLANDEV/records/surveyor.aspx) for current tie sheets and control data that has been provided by the City of Madison.

17. Prior to Engineering final sign-off by main office for Plats or Certified Survey Maps (CSM), the final Plat or CSM in pdf format must be submitted by email transmittal to Engineering Land Records Coordinator Jule Smith (jsmith4@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.

18. Explain the break in the Right-of-Way Bearings. Both documents 1076331 and 1076288 are described as takings being parallel to the centerline of Northport Drive and are based off of the STH 113 Right-of-Way Plat for Project T-0219 as cited within the documents. The Right-of-way Plat does not show a break along the centerline of Northport Drive. While Survey 133 filed at the Dane County Land Records office does show break (PI) in the centerline of the Right-of-Way prior to the takings for Project T-0219, the PI was shown just Southwest of the monument found. The PI is in the next parcel adjacent in the un-platted lands located at 801 Northport Drive across from Lot 24 of Lake view Ridge. Confirm that the Right-of-Way as found and shown is correct and 106' wide.

19. Show the centerline of State Trunk Highway 113 - Northport Drive per 236.20(2)(h) The center line of all streets. Additionally label the Highway's name.

20. Remove Maribeth Witzel-Behl from the City Clerk Certificate. Verify who will be acting in this capacity at the time of recording.

21. Submit to Jule Smith, prior to Engineering sign-off of the subject plat, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work, preferably closed polylines for lot lines, shall be void of gaps and overlaps and match the final recorded plat:

    a) Right-of-Way lines (public and private)

    b) Lot lines

    c) Lot numbers

    d) Lot/Plat dimensions

    e) Street names

    f) Easement lines (i.e. all shown on the plat including wetland & floodplain boundaries.)

NOTE: This Transmittal is a separate requirement from the required Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data for any changes subsequent to any submittal.

Please contact Trent Schultz of the Parking Division at (608) 246-5806 if you have any questions regarding the following item:

The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required as part of certified survey map review. A TDM Plan will need to be submitted as part of approving proposed development on site (within LNDUSE-2025-00044).

Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following item:

22. The applicant shall dedicate Right of Way or grant a Public Sidewalk Easement for and be responsible for the construction of a minimum five (5)-foot wide sidewalk, eight (8)-foot terrace, and additional one (1) foot for maintenance, where applicable, along their site's frontage of Northport Drive.

Please contact Adam Kaniewski of the Parks Division at (608) 261-4281 if you have questions regarding the following three (3) items:

23. The following note should be included on the CSM: "LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED."

24. Prior to sign off on the CSM the applicant shall execute a declaration of conditions and covenants for impact fees. Requests can be emailed to parkimpactfees@cityofmadison.com.

25. The Parks Division shall be required to sign off on this CSM.

Please contact Jeff Belshaw of the Water Utility at (608) 261-9835 if you have any questions regarding the following item:

26. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right-of-way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped. For condominiums and townhomes located on a single parcel, it will be the developer's choice whether to master meter or individually meter each unit.

Please contact Trent Milliken of the Office of Real Estate Services at (608) 266-5940 if you have any questions regarding the following nice (9) items:

27. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificate(s) on the CSM shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). Said parties shall provide documentation of legal signing authority to the notary or authentication attorney at the time of execution. The title of each certificate shall be consistent with the ownership interest(s) reported in the most recent title report.

When possible, the executed original hard stock recordable CSM shall be presented at the time of ORES approval sign-off. If not, the City and the Register of Deeds are now accepting electronic signatures. A PDF of the CSM containing electronic signatures shall be provided to ORES to obtain approval sign-off.

28. Prior to CSM approval sign-off, an executed and notarized or authenticated certificate of consent for all mortgagees/vendors shall be included following the Owner's Certificate(s).

29. If a mortgage or other financial instrument is reported in record title but has been satisfied or no longer encumbers the lands or ownership within the CSM boundary, a copy of a recorded satisfaction or release document for said instrument shall be provided prior to CSM approval sign-off.

30. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder and have it executed prior to CSM sign-off, if said ownership interest meets the criteria set forth by Wis. Stat. Sec. 236.34 and Sec. 236.21(2)(a).

31. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to CSM sign-off.

32. Madison Common Council Certificate: This certificate is required when dedication of land and the conveyance of rights in land are required. For parcels located within the City of Madison, a Madison Common Council Certificate shall appear as follows:

    Resolved that this certified survey map located in the City of Madison was hereby approved by Enactment Number_____, File ID Number _____, adopted on the ____ day of _____, 202__, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

    Dated this ____ day of _____, 2025

    _____
    Michael Haas, Acting City Clerk
    City of Madison, Dane County Wisconsin

33. As of June 25, 2025, there are no real estate taxes owed because the property is currently occupied by a church.

34. As of June 25, 2025, there are no special assessments reported. All known special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property during the review period and prior to CSM approval sign-off, they shall be paid in full pursuant to Madison General Ordinance Section 16.23(4)(f)(3).

35. Pursuant to Madison City Ordinance Section 16.23(4)(c)(1), the owner shall furnish an updated title report to ORES via email to Trent Milliken (tmilliken@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (April 30, 2025) submitted with the CSM application and include all associated documents that have been recorded since the initial title report.

    A title commitment may be provided, but will be considered only as supplementary information to the title report update. Surveyor shall update the CSM with the most recent information reported in the title update. ORES reserves the right to impose additional conditions of approval in the event the title update contains changes that warrant revisions to the CSM.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

A resolution approving the Certified Survey Map and authorizing the City to sign it and any other documents related to the CSM will be reviewed by the Common Council at its July 15, 2025 meeting.

In order to commence the process for obtaining the necessary City signatures on the Certified Survey Map, the applicant shall e-mail the revised CSM, updated title report, and any other materials required by reviewing agencies to the reviewing planner. The reviewing planner will share the updated materials with the relevant commenting City agencies for them to verify that their conditions have been satisfied and that the secretary or designee may sign the Plan Commission approval certificate. Once the Plan Commission certificate is executed, the Planning Division will make the City Clerk's Office aware that the Common Council certificate may be executed.

Once all of the necessary City signatures have been affixed to the Certified Survey Map, the instrument may be recording at the Dane County Register of Deeds Office. For information on recording procedures and fees, please contact the Register of Deeds at (608) 266-4141.

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in twelve (12) months from the date of the approving resolution or this letter, whichever is later.**

If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at cwells@cityofmadison.com or (608) 261-9135.

Sincerely,

Chris Wells
Planner

cc: Brenda Stanley, City Engineering Division
Julius Smith, City Engineering Division–Mapping Section
Sean Malloy, Traffic Engineering Division
Trent Schultz, Parking
Adam Kaniewski, Parks Division
Jeff Belshaw, Madison Water Utility
Trent Milliken, Office of Real Estate Services

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93617

File ID:	93617	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	06/16/2026
File Name:	City-County Sustainability Campus Metrics Report			**Final Action:**	

Title: Authorizing completion of City-County Sustainability Campus Metrics Report and addendum of the development agreement.

Notes:

Sponsors: John P. Guequierre And Noah L. Lieberman

Effective Date:

Attachments: 12.02.2025_Metrics-Report_DRAFT.pdf, Development Agreement (Final) (03.23.22).pdf, 2026_07_27 - SMC - Metrics Report.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: gmay@cityofmadison.com

Published Date:

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	06/16/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (6/29/26), Sustainable Madison Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	06/23/2026	Refer	FINANCE COMMITTEE	06/29/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Sustainable Madison Committee.					
1	FINANCE COMMITTEE	06/23/2026	Referred	SUSTAINABLE MADISON COMMITTEE	07/27/2026	07/27/2026	
	Action Text:	This Resolution was Referred to the SUSTAINABLE MADISON COMMITTEE					
1	FINANCE COMMITTEE	06/29/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Lankella, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					
1	SUSTAINABLE MADISON COMMITTEE	07/27/2026	Return to Lead with the Recommendation for Approval				

Action Text: The motion to return to lead with recommendation for approval was made by Alder Guequierre, seconded by Alder Lieberman. The motion passes by unanimous consent, with Wyeth Augustine-Marceil abstaining.

Text of Legislative File 93617

Fiscal Note

The proposed resolution authorizes the completion of the City-County Sustainability Campus Metrics Report. The report outlines the goals of the Sustainability Campus that will be part of the development of land that was once a portion of the Yahara Hills Golf Course, and it identifies metrics that will be used to measure if goals are being met. The original development agreement between the City of Madison and Dane County (attached to this file) was approved by the Common Council in May 2022 via RES-22-00319 (Legistar file 70597). The agreement required the development of these Sustainability Campus metrics in section 4.3.

The proposed resolution further authorizes an addendum to the original development agreement to incorporate the Sustainability Campus metrics outlined in the attached report. No additional appropriation is required with approval of the report and authorization of the addendum to the development agreement.

Title

Authorizing completion of City-County Sustainability Campus Metrics Report and addendum of the development agreement.

Body

WHEREAS, on May 10, 2022, the Common Council adopted RES-22-00319 (Legistar 70597) approving a land sale and agreements with Dane County to sell and develop approximately 232 acres of the Yahara Hills Golf Course, located directly south of the existing Rodefeld Landfill across U.S. Highway 12/18, as a future landfill, compost site, and sustainable business park; and,

WHEREAS, as part of those agreements, the City and Dane County Department of Waste + Renewables (W+R) entered into the City/County Sustainability Campus and Landfill Development Agreement (Development Agreement), which established the framework for the collaborative development of a Sustainability Campus intended to create opportunities for education, reuse, repair, recycling, research, and other activities that would ultimately prevent or divert waste from the landfill; and,

WHEREAS, Section 4.3 of the Development Agreement required the County to hire a consultant to guide development of the Sustainability Campus project, to identify goals for the Sustainability Campus, and to identify potential waste streams for future diversion from the landfill and recycling or reuse in the Sustainable Business Park or at offsite locations; and,

WHEREAS, the City appointed up to three concurrent staff members to a joint City-County staff committee (City/County Committee) to oversee this work, consistent with the terms of the Development Agreement; and,

WHEREAS, based upon the consultant's work, the County issued four (4) requests for information (RFIs) seeking companies and organizations to identify diversion opportunities for separate waste types, or fewer waste streams if the identified streams equaled at least 50% of the total incoming waste to the Rodefeld Landfill, as identified by the Wisconsin Department of Natural Resources waste sort performed in 2020; and,

WHEREAS, based on the results of the consultant's work and the responses to the RFIs, and in pursuance of the Development Agreement, the City and County worked in good faith to create measurable metrics for the Sustainability Campus project ahead of the December 31, 2025 deadline, which serves as a condition precedent within the original Development Agreement to the sale of additional lands for future landfill purposes; and,

WHEREAS, based on the RFI responses and the joint committee's deliberations, the City and County developed a Sustainability Campus Metrics Report setting forth measurable metrics to evaluate the success of the project; and,

WHEREAS, members of the City/County Committee have signed a Certification Statement of completion, affirming that the metrics development process was completed in a timely fashion in accordance with the terms of the Development Agreement and that the information submitted is true, accurate, and complete; and,

WHEREAS, the parties have agreed that the measurable metrics shall be reported on an annual basis, shall be technology- and tenant-agnostic to ensure long-term relevance, and shall not be bound by the geographical extents of the Sustainability Campus so long as they are directly attributable to the project and would not have occurred but for the project; and,

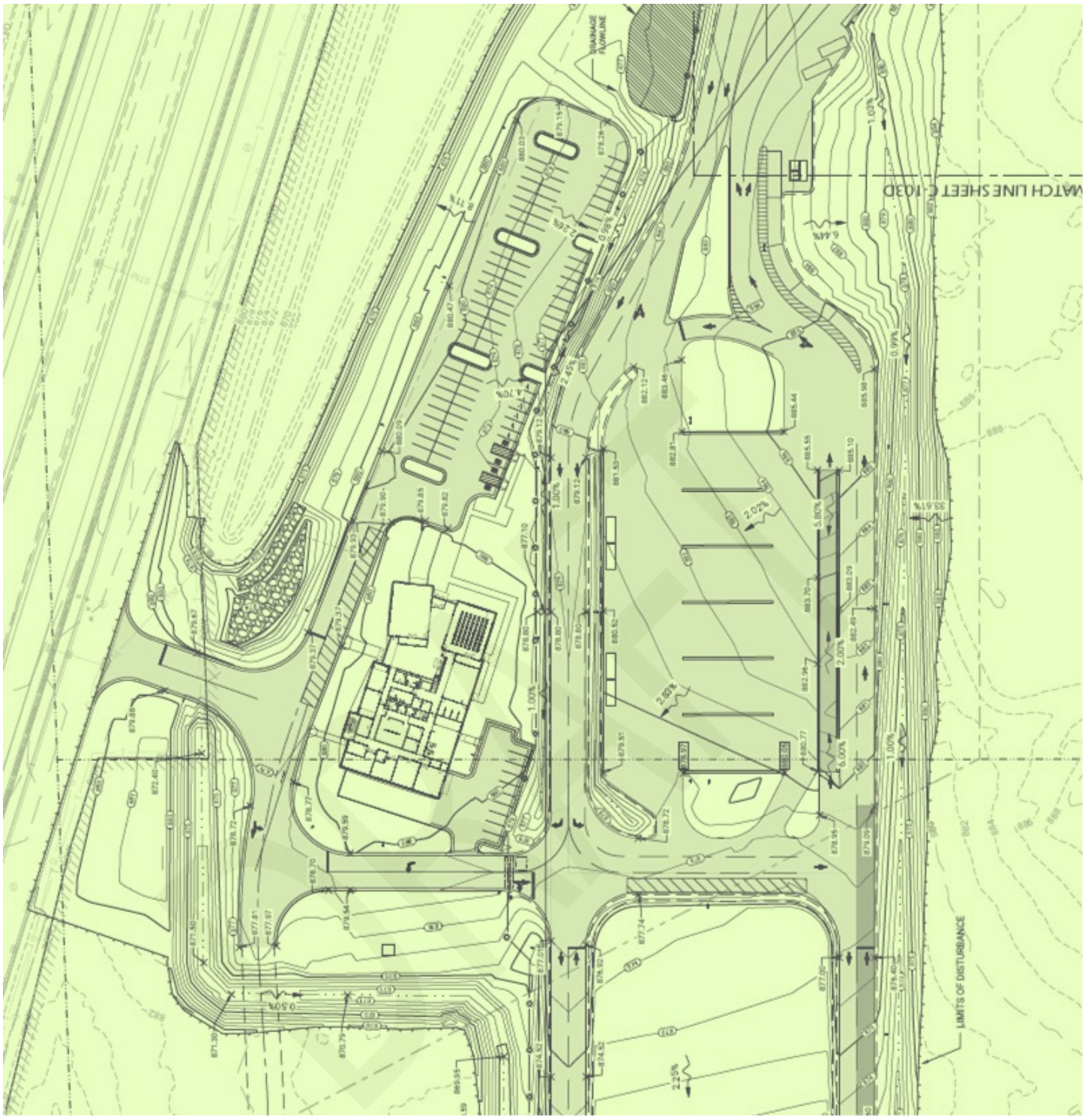
WHEREAS, the parties have further agreed, per the Certification Statement, that a formal addendum to the existing Development Agreement will be executed to incorporate the agreed-upon metrics; and,

WHEREAS, the parties have further agreed, per the Certification Statement, that all conditions within Section 4.3 of the Development Agreement precedent to any future sale of land for landfill use (pursuant to Section 2.1(e) of the Development Agreement) have been satisfied; and,

WHEREAS, it is in the City's interest to acknowledge completion of the metrics development process and to authorize execution of an addendum to the Development Agreement incorporating the agreed-upon metrics, thereby enabling the parties to proceed with the next stages of the Sustainability Campus and future landfill development.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council acknowledges receipt of the completed Sustainability Campus Metrics Report, together with the Certification Statement of completion executed by members of the joint City-County Committee; and,

BE IT FURTHER RESOLVED, that the Mayor and the City Clerk are authorized to execute an addendum to the City/County Sustainability Campus and Landfill Development Agreement with Dane County to formally incorporate the agreed-upon Sustainability Campus metrics, on a form and in a manner approved by the City Attorney.



DANE COUNTY SUSTAINABILITY CAMPUS

METRICS REPORT

DANE COUNTY DEPARTMENT OF
WASTE + RENEWABLES

December 2025

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I. INTRODUCTION

Purpose

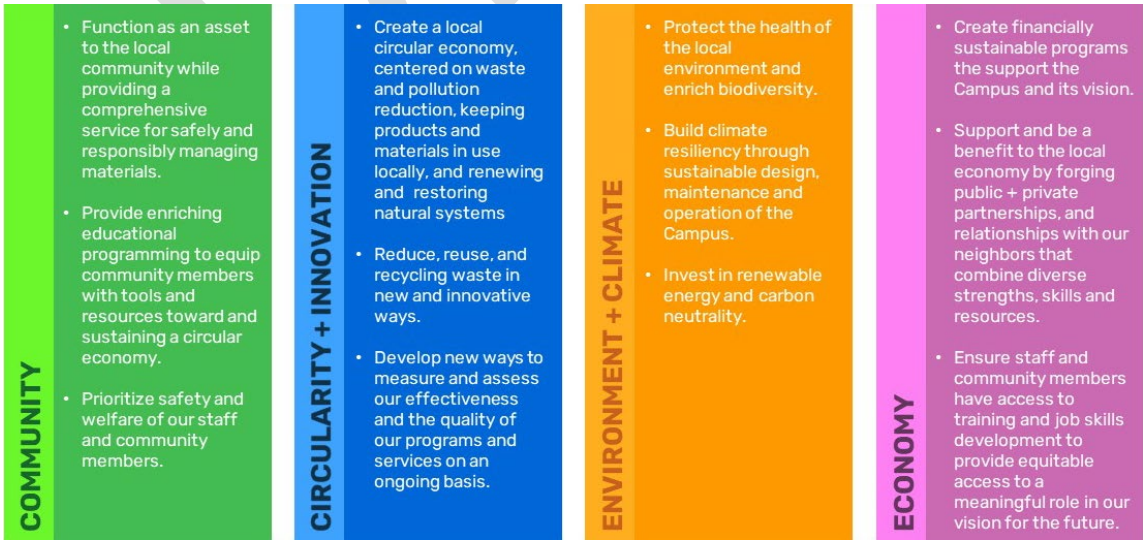
Dane County's Rodefeld Landfill, located on US Highway 12/18 and County Highway AB, has an estimated 3 years of capacity remaining and a new location is needed for the County to continue to provide local waste management services. Dane County (W+R or County) and the City of Madison (City) have mutual interests in managing solid waste locally, which is a more environmentally sustainable and cost-effective approach.

The County and the City have negotiated the purchase of a portion of the Yahara Hills Golf Course, located directly south of the existing landfill across US Highway 12/18. This property provides approximately 232 acres of land to accommodate a Sustainability Campus which will include: a landfill and a sustainable business park. The intent of the Sustainability Campus is to create opportunities for education, reuse, repair, recycling, research and other activities that will ultimately prevent or divert waste from landfill disposal.

As part of the purchase, the County and the City have agreed upon the terms of Agreement #14742: Sustainability Campus and Landfill Development Agreement (Development Agreement), in which the parties will cooperate in the development of the landfill and the Sustainability Campus. Per the Development Agreement, the parties will work jointly in identifying goals of the Sustainability Campus and developing measurable metrics. This resulting report was to be completed no later than December 31, 2025 to establish conditions for the sale of additional lands for future landfill purposes.

This Metrics Report has been jointly-prepared to satisfy the Development Agreement and establish a clear, data-driven framework of measurable metrics that will be used to evaluate the success of the Sustainability Campus. These metrics are designed to track progress across key focus areas, including waste diversion activities, circular economy advancement, sustainable infrastructure development, and public education and research initiatives.

Sustainability Campus Guiding Principles



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II. PROJECT OVERVIEW

Sustainability Campus Development Assistance Project

In March 2023, Dane County entered into a contract with consultants, SCS Engineers and Vandewalle and Associates, to assist with development planning of the Sustainability Campus. To date, the consultants have completed several phases of work to guide the development of the project. The primary phases of the project are outlined below.

Project Phase	Schedule	Description
1. Waste Diversion Report	Summer 2023 - Fall 2024 Final report issued September 10, 2024	Evaluate and recommend opportunities for waste diversion at Rodefeld Landfill to help inform opportunities to advance recycling research, material diversion opportunities, and identify potential feedstock for recycling or reuse efforts. This evaluation will include research into the end uses of diverted material, market of those end uses, and identify potential feedstock for recycling or reuse efforts.
2. Existing County Facility Evaluation	Winter 2023-2024 Final revised report issued December 23, 2024	Outline a comprehensive strategy and list of considerations for the types of businesses, community spaces, and activities that should be located at the Sustainability Campus, at the Rodefeld Landfill site, and at surrounding County-owned properties, or other satellite locations. This will assist Dane County with evaluating the need for additional planning efforts.
3. Request for Information for Potential Campus Tenants	Winter 2024 - Spring 2025	Prepare a Request for Information (RFI) for potential tenants to respond to as identified through the Waste Diversion Report and County Facility Needs and Recommendations Report or other targeted businesses interested in assisting Dane County achieve its waste diversion efforts. This RFI will be used to aid in the development of the Metrics Report.
4. Metrics Report	Spring – Winter 2025	Prepare a Metrics Report that contains measurable and obtainable metrics to gauge the success of the Sustainability Campus. Metrics may be used to measure initiatives related to waste diversion activities, landfill gas utilization, advancing the local circular economy, sustainable infrastructure, or education, research, and outreach.
5. Sustainability Campus Summation Report	Fall - Winter 2025	Synthesize and summarize the major work products highlighting key findings, and provide a roadmap to implement the priority technologies identified through the RFI process.

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III. REQUEST FOR INFORMATION

Request for Information Process

Based on the work done by the consultants, in Spring of 2025, the County released four requests for information (RFIs) seeking partnerships on the Sustainability Campus. These RFIs were structured to be simple to respond to and open-ended to attract responses that addressed many different material streams, proposed a variety of waste diversion approaches, and promoted educational opportunities.[1] The four RFIs issued were:

- Large-Scale Waste Diversion, Processing, and Recycling (2025-RFI-001)
- Reuse, Retail, and Upcycling (2025-RFI-002)
- Problem Materials, Bulky Waste Streams, and Emerging Materials (2025-RFI-003)
- Research, Education, and Creative Fields (2025-RFI-004)

The RFIs received a resounding response. At the close of the RFI process, W+R received 42 formal responses across categories. Including informal interest (expressed interest, but did not submit a RFI), and interest that emerged after the close of the RFIs, W+R received proposals from more than 50 different organizations and businesses. A brief summary of the formal responses received through the process is below.

RFI Category	Responses	Example Responses
Research, Education, and Art	10	- Waste education and outreach programming - Applied landfill research - Community waste audits
Reuse, Retail, and Upcycling Services	3	- Building material reuse ecosystems - Tree and wood reuse
Problem Materials, Bulky Waste, and Emerging Materials	9	- Mattress recycling - Bicycle repair - AI-enabled lumber reprocessing
Large-Scale Waste Diversion, Processing, and Recycling Services	20	- Mixed waste processing - Anaerobic digestion - Chemical recycling
Total	42	

[1] Specific to the language in the Development Agreement, the RFIs saught companies and organizations that proposed diversion of [more than] four separate waste types that equaled more than 50% of the total incoming waste to the Rodefeld landfill as identified by the WDNR waste sort performed in 2020.

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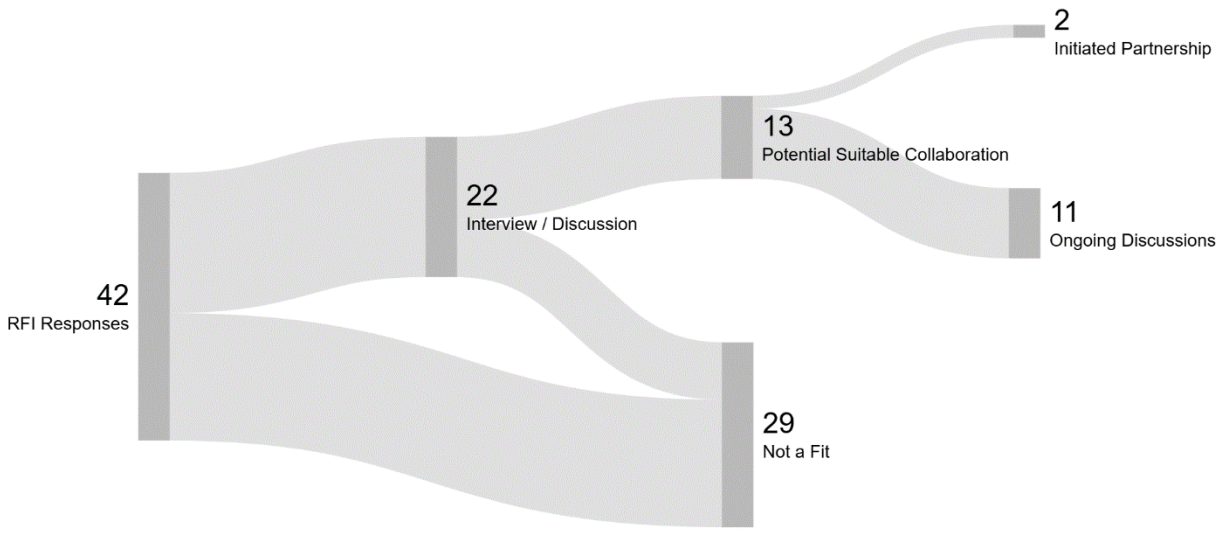

Status of RFI Response Outcomes as of August 2025

As of August 2025, W+R continues to interface with more than 13 potential collaborators that emerged through the RFI process, including two small partnerships that have already begun directly as a result of the effort. Projects were evaluated against the overarching project values, which are: supporting environment and climate, circularity and innovation, economy, and community benefits. The responses still under evaluation include educational outreach, mattress recycling, applied research, and mixed waste processing.

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IV. CITY / COUNTY JOINT STAFF COMMITTEE

City of Madison Metrics Report Involvement

The City's participation has shaped the structure of this Metrics Report. Through a joint City-County staff committee (Committee), the parties have met several times to guide the process. As established within a September 2022 memorandum of understanding (MOU), the City placed up to three (3) concurrent staff on the Committee overseeing the work.[2] As of December 2025, the staff members assigned to the Committee were:

City of Madison

- Bryan Johnson, Recycling Coordinator, City of Madison Streets Division
- Gregg May, Sustainability Program Coordinator, Mayor's Office
- Ruth Rohlich, Business Development Specialist, Economic Development Division

Dane County Waste + Renewables

- John Welch, Director
- Roxanne Wienkes, Deputy Director
- Allison Rathsack, Lead Project Engineer
- Wyeth Augustine-Marceil, Sustainability + Engagement Coordinator

The Joint City/County staff committee met numerous times throughout the course of the development project. Specific to the Metrics Report, the Committee met on the following schedule:

Date	Purpose	Outcome
April 4, 2025	Kick-off meeting	Shaped scope and focus of Metrics Report
July 25, 2025	Update meeting	Clarified scope and reviewed initial list of potential Metrics
September 5, 2025	75% development meeting	Aligned on selected Metrics, reviewed report draft and agreements
November 21, 2025	Report completion meeting	Sharpened final Metrics, aligned on scoring

[2] The City and County will continue to assign staff for the duration of the Metrics evaluation and will replace Committee members as necessary to address turnover.

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V. METRICS GUIDELINES

The City/County Staff Committee has jointly defined metrics to be durable and attempt to capture the impact of the Sustainability Campus. Given this focus, each Metrics must be:

1. **Measurable** - Metrics must be quantifiable using reliable, regularly collectable data to allow for consistent tracking over time.

2. **Attributable to the Project** - Metrics should reflect new or expanded programs, services, or outcomes that would not occur *but for* the Sustainability Campus project.

3. **Integrated with Broader Department Operations** - Metrics do not need to be limited by the geographical footprint of the business park or Campus.

4. **Technology- and Tenant-Agnostic** - Metrics must remain valid regardless of which specific technologies are deployed or which organizations occupy the Campus.

5. **Aligned with Project Values** - Each metric should reflect one or more of the project's core values: environment + climate, circularity + innovation, economic, and community benefits.

Metrics also require baselines to determine improvement or regression from an established measure. Each metric has a unique baseline, but some share commonalities. For example, all metrics have a baseline measure averaged across years 2022-2024, as 2024 is the final year that W+R considers that there were no measurable impacts *but for* the Sustainability Campus project. Additionally, some of these measures include W+R's self-reported material tonnages and MTCO2e estimates, as well as extrapolation from a waste sort performed by the Wisconsin Department of Natural Resources (WDNR) in 2020.

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VI. IDENTIFIED METRICS

The success of the Sustainability Campus hinges on its ability to meaningfully reduce waste sent to the landfill and to promote the recovery, reuse, and recycling of materials across the region. To track progress toward these goals, a set of metrics have been developed that are both measurable and actionable. W+R and the City of Madison collaborated to develop a set of metrics tailored to the anticipated functions and goals of the Sustainability Campus. These metrics are designed to be measurable and relevant to the types of tenants expected to operate within the Campus, while also allowing for operational flexibility as the project evolves. They are not intended to be exhaustive, nor do they capture every performance indicator currently tracked by W+R. Instead, the metrics presented in this report focus specifically on the Sustainability Campus project and are structured to reflect the broader success of the initiative. The nine Metrics are organized into four overarching categories below:

1. **Waste Diversion**
    - **Waste Diversion by Tonnage**
    - **Waste Diversion as a Percent of Incoming Materials**
    - **Waste Diversion in Landfill Airspace Savings**
    - **Number of Material Types Accepted for Waste Diversion**
2. **Active Partnerships**
    - **Partnerships in Waste Diversion**
    - **Partnerships in Education and Outreach**
3. **GHG Avoided**
    - **GHG Avoided Through Waste Diversion**
    - **GHG Avoided Through Renewable Energy Activities**
4. **Public Participation**
    - **Total Public Participation in Education and Outreach Efforts**

See the following pages for more detail on each of the Metrics.

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METRIC: WASTE DIVERSION

Metric:	Waste Diversion (Tonnage, % of incoming, Airspace Savings, Materials)
Description:	Measurement of the total quantity of material diverted from landfill disposal through reuse, recycling, composting, or other recovery methods via the Sustainability Campus project. This measure reflects the overall scale of materials recovered. It captures tonnage and volume from Sustainable Business Park tenants, off-site partnerships, any expansion of current services (e.g., Clean Sweep, C&D, shingles, tires, logs and brush), the Residential Drop-off, the food scrap collection program, and other diversion operations. Diversion measures shall consider quantities diverted for reuse, recycling, beneficial reuse, and residuals measured separately.
Importance/why it is included in this report:	Tracking the quantity and breadth of waste diverted provides a clear indicator of the Sustainability Campus's overall impact on reducing landfill disposal. By measuring physical tonnage and volume diverted, as well as the range of materials accepted, the County can evaluate progress toward waste reduction goals and demonstrate the scale of resources returned to productive use.
Baseline Value:	The baseline will be established using the average baseline diversion figures from baseline years 2022-2024.
Measurement Methodology and Tracking:	Diversion quantities will be recorded annually, based on scale data, operational reporting, and tenant submissions. Materials diverted will be measured in tonnages, airspace savings and a percent of the total incoming materials **Numerical approach**: Total tons of material diverted from landfill disposal in one calendar year. Percent of incoming materials diverted from landfill disposal in one calendar year. Landfill airspace saved through diversion activities in one calendar year. Total number of discrete material streams diverted from landfill in one year.

Connection to Guiding Principles:

Community	Circularity + Innovation	Environment + Climate	Economic
Provide transparent reporting on the scale of local diversion efforts.	Demonstrate capacity to grow diversion through innovative recovery methods.	Reduce landfill use and associated environmental impacts by tracking tons of material recovered.	Support regional reuse, recycling, and processing markets by delivering consistent quantities of material.

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METRIC: ACTIVE PARTNERSHIPS

Metric:	Number of Active Partnerships in Waste Diversion and Education and Outreach
Metric Description:	Measurement of the number of active partnerships directly involved with waste diversion and/or education established between the W+R and external organizations including, but not limited to, nonprofits, academic institutions, private businesses (e.g., downstream recycling vendors), and government agencies as a part of the Sustainability Campus project.
Importance/why it is included in this report:	Strategic partnerships are essential to the success of the Sustainability Campus. Collaborating with outside organizations brings in diverse expertise, expands the reach of sustainability initiatives, and strengthens the Campus's role as a regional hub for innovation and environmental leadership. This metric reflects the Campus's ability to build meaningful relationships that support waste diversion, education, research, and economic development.
Baseline Value:	The baseline will be established using the average number of formal partnerships in place in baseline years 2022-2024.
Measurement Methodology and Tracking:	Each active partnership and non-confidential descriptions of work will be reported annually. Partnerships may support a range of activities, such as research, reuse and recycling programs, workforce development, or public education. Partnership measuring will be split between partnerhsips for waste diversion and partnerships to advance education and outreach. **Numerical approach:** Total number of active diversion partnerships (contracts, MOUs, etc.) in one year. Total number of outreach/educational partnerships (co-delivery of programs, ongoing collaboration, repeat tours, etc.)

Connection to Guiding Principles:

Community	Circularity + Innovation	Environment + Climate	Economic
Extend the reach of resources and educational opportunities through collaboration with additional groups	Advance understanding of emerging technologies and approaches	Aligning efforts with complimentary groups to amplify impact of activities.	Leverage public-private partnerships to create economically-sustainable waste diversion operations

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METRIC: GHG AVOIDED

Metric:	GHG Emissions Avoided Through Waste Diversion and Renewable Energy Activities
Metric Description:	Measurement of the estimated greenhouse gas (GHG) emissions avoided or reduced annually through diversion activities, renewable energy production, and other sustainability initiatives via the Sustainability Campus project.
Importance/why it is included in this report:	Reducing GHG emissions is central to the Sustainability Campus's mission to promote environmental stewardship and sustainability. This metric quantifies the environmental benefits of the Campus's operations, including waste diversion, landfill gas capture, composting, and renewable energy generation. It provides a clear indicator of the Campus's contribution to local and regional climate goals and supports transparent reporting of environmental performance.
Baseline Value:	The baseline will be established using 2022-2024 GHG emissions data from W+R's operations.
Measurement Methodology and Tracking:	GHG reductions will be estimated using standardized emissions factors and methodologies (e.g., EPA WARM model or equivalent) applied to diversion tonnages, renewable energy production, and landfill gas utilization. Emissions avoided through composting, recycling, and reuse will be calculated based on material-specific factors. **Numerical approach:** Total metric tons of CO_2-equivalent ($MTCO_2e$) emissions avoided or reduced in one year **through waste diversion**. Total metric tons of CO_2-equivalent ($MTCO_2e$) emissions avoided or reduced in one year **through renewable energy activities**.

Connection to Guiding Principles:

Community	Circularity + Innovation	Environment + Climate	Economic
Reduce landfill use and associated emissions; protect natural resources.	Keep materials in use and develop new strategies for waste reduction.	Improve operational efficiency and support local recovery markets.	Demonstrate environmental leadership and accountability to the public.

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METRIC: PUBLIC PARTICIPATION

Metric:	Annual Public Participation in in Education and Outreach Efforts
Metric Description:	This metric tracks the reach and impact of waste diversion-related education and outreach activities conducted via the Sustainability Campus project. It includes quantifiable indicators such as the number of public tours, school visits, workshops, community events, and educational partnerships hosted on-site or virtually.
Importance/why it is included in this report:	Education and outreach are essential to building a culture of sustainability and empowering the community to participate in the circular economy. By offering accessible, inclusive, and enriching learning opportunities, the Campus can serve as a regional hub for environmental literacy and community engagement. This metric reflects the Campus's commitment to equipping individuals with the knowledge and tools to reduce waste, conserve resources, and support long-term environmental and economic resilience.
Baseline Value:	The baseline will be established using the average number of participants reached and in baseline years 2022-2024.
Measurement Methodology and Tracking:	The number of participants in waste diversion-related education and outreach activities will be tracked annually. This includes attendees at hosted tours, workshops, school visits, public lectures, and community events. Campus partners and tenants will also report participation in their own outreach efforts. **Numerical approach:** Total number of individuals engaged through education and outreach activities in one year.

Connection to Guiding Principles:

Community	Circularity + Innovation	Environment + Climate	Economic
Provide educational programming to equip community members with tools and resources for moving toward a circular economy.	Develop new ways to measure and assess effectiveness and the quality of programs and services on an ongoing basis.	Build climate resiliency through education that promotes sustainable practices.	Support sustainability initiatives in other industries through educational partnerships and programming.

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VII. IMPLEMENTATION AND REPORTING

It is the responsibility of Dane County to collect, compile, and report data for each Metric identified in this document. Data will be gathered from County operations, Sustainability Campus tenants, and partner organizations, as applicable. **Each metric will be reported on an annual basis and published by May 31st of each year for the previous calendar year** (e.g., May 31, 2026 for Metrics covering 2025). These reports may also include additional measures of performance beyond the identified Metrics, as the Sustainability Campus evolves.

Data Collection and Management

Data from programs directly managed by Dane County (e.g., food scrap collection, Clean Sweep, landfill gas utilization) will be collected and recorded by W+R staff.

Each Sustainability Campus tenant or partner organization engaged in diversion, reuse, or outreach activities will be required to provide annual data submissions, including tonnage, units, participation counts, or other relevant metrics, as defined in their operating agreements.

Reporting Structure

Metrics results will be reported a period of 15 years beginning in 2026, and concluding with a final report in 2040, which roughly coincides with the end of the permit period for the planned Dane County landfill. Annual Metrics reports will be posted on the W+R website and shared with the City-County Committee members via email.

Use of Results

Metrics reporting will serve several purposes:

- Track and communicate the environmental, economic, and community benefits of the Sustainability Campus.
- Inform decision-making for future programs, partnerships, and investments.
- Provide accountability to the public, City, and County stakeholders.

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VIII. DEFINING SUCCESS

The purpose of this Metrics Report is to establish a clear framework for evaluating the success and long-term trajectory of the Sustainability Campus in meeting its goals: advancing waste diversion, strengthening the circular economy, and expanding public education. Measuring success for a project of this scale is inherently complex. New programs take time and resources to develop; Dane County's growing population will likely continue to increase the total volume of waste generated; and evolving materials, technologies, and market conditions will present opportunities and challenges over time.

Despite these uncertainties, Dane County and the City of Madison remain committed to continuous improvement across the identified Metrics. For the purpose of this report, **a weighted point system has been devised to summarize the progress of the Campus over each Review Period.**

Metric	Points
Waste Diversion	
Waste Diversion by Tonnage	**1pt**
Waste Diversion as a Percent of Incoming Materials	**1pt**
Waste Diversion in Landfill Airspace Savings	**1pt**
Number of Material Types Accepted for Waste Diversion	**1pt**
Partnerships	
Partnerships in Waste Diversion	**1pt**
Partnerships in Education and Outreach	**1pt**
GHG Avoided	
GHG Avoided Through Waste Diversion	**1pt**
GHG Avoided Through Renewable Energy Activities	**1pt**
Public Participation	
Public Participation in Education and Outreach Efforts*	**1pt**
Total	**9pts**

Following the scoring table above, each Metric will receive 1 point if there has been measurable improvement over the course of the Review Period. A Review Period will be considered successful if five or more metrics show improvement. Evaluations will make reasonable accommodations for factors outside the County's control - such as major storm events, facility closures, lack of municipal participation, or policy changes - that could skew Metrics.

**City and County agree that indefinitely increasing numbers of public participation in education and outreach efforts may prove impractical, and instead, maintaining baseline levels may be considered successful.*

Review Year: The calendar year in which data for Metrics is collected (e.g., 2026).

Review Period: The three-year span between joint City-County evaluations (e.g., 2025-2027).

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Progress will be **reviewed jointly by the City-County Committee every three years over a 15-year period (2025–2039)**, concluding with a final evaluation in 2040, which roughly aligns with the end of the planned landfill's permit period. Each evaluation will consider the Metrics averaged across the preceding three-year review period as compared to the previous review period, external conditions, and future plans. Joint evaluations to be held:

- 2028: review years 2025-2027[3]
- 2031: review years 2028-2030
- 2034: review years 2031-2033[4]
- 2037: review years 2034-2036
- 2040: review years 2037-2039

Success Criteria for Each Metric	
Waste Diversion	
Waste Diversion by Tonnage	On average, W+R diverts more tonnage of material in the review period than recorded in the previous review period.
Waste Diversion as a Percent of Incoming Materials	On average, W+R diverts a higher proportion of incoming material in the review period than recorded in the previous review period.
Waste Diversion in Landfill Airspace Savings	On average, W+R conserves more landfill airspace in the review period than recorded in the previous review period.
Number of Material Types Accepted for Waste Diversion	On average, W+R accepts more discrete material types for diversion in review period than in the previous review period.
Partnerships	
Partnerships in Waste Diversion	On average, W+R has more active diversion partnerships in review perior than in the previous review period.
Partnerships in Education and Outreach	On average, W+R has more active education/outreach partnerships in review perior than in the previous review period.
GHG Avoided	
GHG Avoided Through Waste Diversion	On average, W+R avoids more emissions through waste diversion in review period than in the previous review period.
GHG Avoided Through Renewable Energy Activities	On average, W+R avoids more emissions through renewable energy activities in review period than in the previous review period.
Public Participation	
Annual Public Participation in Outreach Programs	On average, W+R engages the same or more members of the public in review period than in the previous review period.

[3] The first evaluation (2028) will compare 2025-2027 against the baseline years 2022-2024.

[4] Discussions about future land sales likely need to begin around this time. Permitting can take as long as five years depending on complexity, and thus need long lead times.

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IX. AMENDMENTS

As the County continues work on the Sustainability Campus project and Parties continue to monitor and review the progress of the effort, the Parties will amend the original Development Agreement, as necessary, to incorporate additional details, terms, and conditions. The Parties may amend this Report, including but not limited to extending any deadlines, modifying any Metrics, or adding/removing Metrics, as necessary, only by a written document agreed to by the Parties.

X. CONCLUSION

The Sustainability Campus represents a long-term investment in Dane County's ability to manage waste locally, recover valuable resources, and build new opportunities for education, research, and community engagement. This Metrics Report provides the framework to track that progress in a clear and accountable way. While the path forward will adapt to new challenges, technologies, and community needs, the County and City are committed to using these metrics as a shared guide for decision-making.

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SUSTAINABILITY CAMPUS AND LANDFILL DEVELOPMENT AGREEMENT
Between the City of Madison and the County of Dane

THIS SUSTAINABILITY CAMPUS AND LANDFILL DEVELOPMENT AGREEMENT (this "Agreement"), dated as of this __ day of _____, 2022 (the "Effective Date"), is made by and among the CITY OF MADISON, a Wisconsin municipal corporation (the "City"), and the COUNTY OF DANE, a Wisconsin quasi-municipal corporation (the "County").

RECITALS

WHEREAS, the County currently operates a solid waste landfill located at 7102 U.S. Hwy 12 & 18 in the City of Madison, Dane County, Wisconsin, known as Dane County Landfill Site No. 2, or the Rodefeld Landfill (hereinafter referred to as "Rodefeld Landfill" or "Landfill No. 2"). The County has been providing solid waste disposal at the Rodefeld Landfill for nearly 40 years, but its current capacity is only projected to last until approximately 2030; and,

WHEREAS, the County desires to continue its solid waste disposal program for the benefit of Dane County citizens and municipalities, but the County is in need of land to site a new landfill or "Landfill No. 3"; and,

WHEREAS, the City relies upon the County for its solid waste disposal needs and desires to continue its solid waste disposal locally, which is a more environmentally sustainable and cost effective approach; and,

WHEREAS, the City owns certain real property more fully described on Exhibit A (the "Property") and depicted on Exhibit B (the "Overview Map and Option Property"), which is currently used as the Yahara Hills Golf Course; and,

WHEREAS, the County has preliminary plans to develop a landfill, compost operation, and sustainable business park (hereinafter collectively referred to as the "Sustainability Campus") on the Property with the intent to divert waste and create local circular economies; and,

WHEREAS, the City has determined that it is appropriate to make the Property, which land is due south of the Rodefeld Landfill, available to the County for Landfill No. 3 and Sustainability Campus; and,

WHEREAS, the City and County (the "Parties") have agreed to the sale of the Property, on terms set forth in the Purchase and Sale Agreement entered into by the Parties contemporaneously with this Agreement; and,

WHEREAS, the City and County desire to cooperate in the development of Landfill No. 3 and the Sustainability Campus consistent with the terms of this Agreement and those entered into contemporaneously herewith.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the Parties, each of them does hereby covenant and agree with the other as follows:

ARTICLE I

DEVELOPMENT OF THE PROJECT

Section 1.1. Development. The County will develop the Property in accordance with this Agreement and the Parties will cooperate with one another in connection therewith. The Development of the property shall be generally consistent with the Conceptual Site Plans presented in Exhibit C (the "Conceptual Site Plans").

Section 1.2. Project Description. The development of the Property contemplated by this Agreement consists of the following elements: (1) the "Landfill" or "Landfill No. 3", (2) the "Compost Site", (3) the "Sustainable Business Park" (collectively, the "Project" or "Sustainability Campus").

ARTICLE II

CONVEYANCE OF THE PROPERTY

Section 2.1. Real Estate Transfer, Leaseback, and Future Land Sale.

(a) The City shall convey the Property to the County pursuant to the terms of a real estate purchase agreement attached hereto as Exhibit D (the "Purchase and Sale Agreement").

(b) Concurrent with the sale of the Property, the County shall lease portions of the Property back to the City for one dollar ($1) per year for the purpose of continuing the operations of golf, as set forth in the leases attached hereto as Exhibit E (the "Golf Course Leasebacks"), including the Ground Lease-Yahara Hills Golf Course (Exhibit E.1), Lease-Yahara Hills Golf Course Maintenance Facility (Exhibit E.2), and Temporary Limited Access Easement for Irrigation System (Exhibit E.3).

(c) As part of the USH 12 & 18 and CTH AB reconstruction project, a large stormwater pond, referred to as "Proposed WDOT Stormwater Pond B" in Exhibit B, will be constructed at the northeastern most corner of the Golf Course property to be sold to the County. Following the completion of the project, the County will be responsible for the pond and the City will transfer the pond to the County, along with any corresponding easements, maintenance agreements, and rights to modify the pond with the Wisconsin Department of Transportation (WDOT or WisDOT), provided that any such modifications shall be subject to the approval of City as set forth in Section 3.2(c) of this Agreement.

(d) Due diligence period specified in Exhibit D will allow for County to investigate the site and receive an initial opinion from Wisconsin Department of Natural Resource (WDNR) confirming there is potential for the site to be developed as a landfill and compost site. County and City will work during this period to secure the land use approvals set forth in Section 3.1. If mutually agreeable by both Parties closing may commence without receiving formal approvals.

(e) The City is agreeable to considering the future sale of additional portions of the Golf Course for the purposes of future landfill expansion, on the following conditions:

(1) County is responsible for any surveying and defining the future expansion area.

(2) Unless separately agreed to by the Parties in writing, attached hereto as Exhibit B is a map showing generally the future land sale area.

(3) If the contemplated future landfill has not received a WDNR approved plan of operation by December 31, 2030 or until such time as Rodefeld is no longer accepting waste, this future land sale shall not occur and any restrictions on the City's use of its land shall be void.

(4) Negotiations for the future land sale will commence no later than when the currently contemplated landfill has 6 years of estimated capacity left, thus allowing time for County permitting to occur.

(5) As described in Exhibit F (the "Right of First Refusal"), City will agree not to sell the future land sale area, or alter the land's current use from golf or parkland, without giving the County the first opportunity to buy the land, even if not for landfill purposes.

ARTICLE III

LAND USE APPROVALS; PERMITTING; ENVIRONMENTAL

Section 3.1. Land Use and City Approvals.

(a) Neighborhood Development Plan. As soon as reasonably possible, upon request from the County, the City will propose an amendment to the Yahara Hills Neighborhood Development Plan to allow for industrial uses on the Property.

(b) Land Use Approvals. As soon as reasonably possible, County will submit application materials required under the City of Madison Municipal Code for zoning, urban design and any other municipal land use and development approvals required in order to develop the Sustainability Campus (collectively, the "Land Use Approvals").

(c) City Cooperation. The City will reasonably cooperate with the County in processing the applications for Land Use Approvals in connection with the Landfill. This section does not obligate the City to make any application on behalf of County, bear responsibility for gaining approvals or removing zoning conditions for the Landfill, or alleviate the County's obligations under Section 4.1(a).

(d) Building and Construction Permits; Fees. County shall comply with all applicable City building codes and construction requirements and shall be responsible for obtaining all building permits with respect to construction of the Landfill and County shall pay the normal and customary City charges and shall be responsible for obtaining all building permits prior to such construction.

Section 3.2. Erosion Control and Stormwater Management.

(a) Erosion control and stormwater management permits for the Landfill and compost site development shall fall under the jurisdiction of the Dane County Land & Water Resources Department. The County shall not be required to obtain any approvals or permits from the City for erosion control or stormwater at the Landfill and compost site.

(b) Erosion control and stormwater management permits for the Sustainable Business Park shall fall under the jurisdiction of the City of Madison, consistent with any other development occurring within the City.

(c) Modifications to the proposed WDOT Stormwater pond shall be subject to the approval of City Engineer, which approval shall be based on the pond's continued ability to meet the applicable storm water requirements. Modifications to the pond shall be designed to maintain the following functionality:

(1) Pollution reduction required for treatment of the highway runoff is maintained.

(2) Flood control function such that proposed changes do not result in additional flooding of Right of Way in terms of spread or depth compared to existing conditions as modeled with an SWMM stormwater model or as approved by the City Engineer to meet similar goals.

(3) Flood control function such that proposed changes maintain pond storage capacity to meet peak discharge rate requirements compared to existing conditions or as approved by the City Engineer to meet similar goals.

Section 3.3 Landfill and Compost Permitting. County shall commence landfill and compost permitting activities concurrent with execution of this agreement. The City will support the proposed siting and operation of the landfill and compost operations and will reasonably cooperate with the County to obtain the permits for construction and operation. The City will support a variance reducing the required setback from landfills to parklands, although the variance itself may be subject to future Common Council approval. City agrees not to file a contested case or other litigation regarding the siting, expansion or design of the landfill and agrees not to assist any opponent of the proposed siting, and will issue a letter of support.

Section 3.4 Central Urban Service Area Amendment. As soon as reasonably possible, and upon request from the County, the City will prepare and submit a Central Urban Service Area Amendment to include the Property and existing landfill in the full central urban service area.

Section 3.5 Reviews. County will have the opportunity to review proposals, permit applications, and material related to the development of the Project prior to the documents being releasing to the public or submission to a public entity, regulating body, or committee for review.

ARTICLE IV

DEVELOPMENT OF SUSTAINABILITY CAMPUS

Section 4.1 Compost Operations. The County agrees to start a compost operation on the Property by April 1, 2026, which will be capable of receiving yard waste, leaves and food waste ("organic materials") in compliance with the terms of Paragraph 7 of the Solid Waste Agreement to be entered into contemporaneously with this Agreement.

Section 4.2 Future Landfill. Following the sale of the Property, County shall take all measures necessary to permit, license, develop and operate a landfill on a portion of the Property. As set forth in the Purchase and Sale Agreement, should this future landfill not get developed, the Property is subject to a contingency that would see some or all of the Property being sold back to the City.

Section 4.3 Sustainable Business Park.

(a) County intends to develop, own and operate a Sustainable Business Park along the north portion of the Property, which development is intended to be compatible with and complimentary to landfill operations. The development and success of the Sustainable Business Park is of mutual interest to the Parties.

(b) **Metrics**. The County will hire a consultant to develop a master plan for the Project which will identify the goals for the Sustainability Campus and the potential waste streams for future diversion from the landfill and recycling or reuse in the Sustainable Business Park. The City shall have up to three staff on a joint City-County staff committee overseeing the work of the consultant. Based upon the consultant's report, the County will issue requests for information (RFIs), requests for qualifications (RFQs), or requests for proposals (RFPs), seeking companies and organizations to divert four separate waste types or less than four waste streams if the identified waste streams equal at least 50% of the total incoming waste to the Rodefeld landfill as identified by the WDNR waste sort performed in 2020.

Based on the results of the consultant's report and the responses to the RFIs, RFQs or RFPs, the City and County agree to work in good faith to create measurable metrics for the Sustainable Business Park by December 31, 2025 to serve as a condition precedent to the sale of additional lands for future landfill purposes. Upon agreement of the Parties, the metrics and conditions for the future land sale described in Section 2.1(e) will be added as an addendum to this Agreement.

(c) **Roadways.** The primary roadways through the Sustainable Business Park shall be constructed to City of Madison standards in effect at the time of construction. The County shall be responsible for the construction and maintenance of said roadways, subject to the right of way and street being dedicated to the City upon order of the Common Council.

(d) **Business Financing.** Businesses and developers considering projects within the Sustainability Campus will be eligible to apply for financial assistance from the City, including Tax Increment Finance (TIF), if the project meets program guidelines and policies at the time of application. City partnership with the Sustainable Business Park should not be construed as providing special privilege to businesses and developers regarding City financial assistance. All City financial assistance is subject to approval by the City of Madison Common Council.

(e) **Property Subdivision**. Within 90 days of adoption of the neighborhood development plan amendment, or as otherwise agreed to by the Parties, the County will submit an application for the subdivision of all or a portion the Property that will identify the area developable as part of the Sustainable Business Park. The City will assist with submission of these documents in its capacity as owner of the Property if the application occurs prior to closing on the Property.

(f) **Campus Covenants**. Concurrent with land division for the Sustainable Business Park as provided for para. (e), the County will file with the City, for approval, a set of restrictive covenants that establishes the purpose of the development; a design review board and design review process; allowable uses; and standards for development of the Sustainable Business Park. City approval of the covenants shall not be unreasonably withheld.

(1) **Property Uses**. Covenants shall include a list of the types of property uses that will be allowable within the Sustainable Business Park to ensure the properties within the Sustainable Business Park are engaged in uses consistent with the underlying goals of the Parties regarding the Sustainability Campus.

(2) **Enforcement.** The covenants shall establish that the County is solely responsible for the administration and enforcement of the Covenants with exception to enforcement of property uses described in para (1). Within the Covenants, the City shall be provided a mechanism to enforce the acceptable property uses within the Sustainable Business Park.

(g) **Southern Access Road**. The Parties, along with the Ho-Chunk Nation, have an interest in the development of a future southern access road connecting CTH AB and the Mill Pond Road area. The County agrees that any platting or development of the Property will dedicate this future public right-of-way.

Section 4.4 Utilities. The City will reasonably cooperate with the County to extend water and sewer to the Property:

(a) City will design and specify adequately sized water and sewer that will meet the anticipated needs of the development. Under separate State/Municipal Financial Agreement with WDOT, the City and County have agreed to installation of the necessary utilities. City will work in good faith to continue to identify options for additional services as needed to improve water flows and meet demands of fire suppression systems at the Ho-Chunk Gaming Madison Campus, Sustainability Campus, existing landfill and Dane County East District Campus.

(b) City will provide reasonable access for discharge of waste waters into the sanitary system from the Sustainability Campus, including the landfill. City cannot guarantee acceptance of waste waters at Madison Metropolitan Sewerage District.

ARTICLE V

INSURANCE

The Parties shall purchase and maintain such insurance coverages as may be required by the Parties' respective lenders and risk managers.

ARTICLE VI

DEFAULT

Section 6.1 Notice and Opportunity to Cure. Whenever any party to this Agreement alleges a default by the other, the party alleging the default shall provide written notice to the other specifying the nature of the default and the actions necessary to cure the default. Subject to reasonable unavoidable delays, if the alleged default is not cured within thirty (30) days after the defaulting party's receipt of such notice, the non-defaulting party may take any one or more of the actions set forth below:

(a) The non-defaulting party may suspend its performance under this Agreement until it receives assurances from the defaulting party that the defaulting party will cure its default and continue its performance under this Agreement.

(b) The non-defaulting party may cancel and terminate this Agreement.

(c) Take whatever action, including legal, equitable or administrative action, which may appear necessary or desirable to the non-defaulting party, including any actions to collect any payments due under this Agreement or to pursue any claims for monetary damages at law or to enforce performance and observance of any obligation, agreement, or covenant by the defaulting party under this Agreement.

The non-defaulting party may elect to take no such action, notwithstanding an event of default not having been cured within said thirty (30) day period. No notice of such election by the non-defaulting party shall be required.

Section 6.2 No Remedy Exclusive. No remedy hereunder is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity. No delay or omission to exercise any right accruing upon any default shall impair any such right or shall be construed to be a waiver thereof, but any such right may be exercised from time to time and as often as may be deemed expedient.

Section 6.3 No Implied Waiver. In the event any provision contained herein should be breached by any party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed a waiver of any rights or remedies which the non-breaching party shall have and shall not be deemed a waiver of any subsequent default of any such terms, conditions and covenants to be performed hereunder.

Section 6.4 Duty to Provide Information. Each party shall have the obligation to communicate information upon the reasonable request of the other party where the information can reasonably be deemed necessary to ensure performance under this Agreement. Failure to comply with this section may be deemed a default under this Article VI. This section shall not apply to communications that are subject to attorney-client privilege or any other recognized privilege under the law.

ARTICLE VII

ADDITIONAL PROVISIONS

Section 7.1 Amendments; Incorporation of Exhibits. As the Parties continue work on the pre-development activities contemplated herein and prepare the various agreements referenced above in connection with the design, development, and financing of the Project, the Parties will amend this Agreement, as necessary, to incorporate additional details, terms and conditions. The various agreements referenced herein may be appended as exhibits to this Agreement. The Parties may amend this Agreement, including but not limited to extending any deadlines, only by a written document agreed to by the Parties.

Section 7.2 Consents and Approvals; Good Faith. Except for matters for which there is a standard of discretion specifically set forth herein, wherever this Agreement provides for a determination, decision, selection, consent, approval, acceptance, adoption, satisfaction, or other action, the Parties shall exercise good faith in undertaking such actions and shall not unreasonably withhold, condition or delay any determination, decision, selection, consent, approval, acceptance, adoption, satisfaction or other action that may be necessary to fully implement the terms of this Agreement.

Section 7.3 Non-discrimination. In the performance of the obligations under this Agreement, the Parties agree to abide by their own respective affirmative action plans and in doing so agree not to discriminate, in violation of any state or federal law, against any employee or applicant because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs, or student status. The parties further agree not to discriminate, in violation of any state or federal law, against any subcontractor or person who offers to subcontract on this Agreement because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

Section 7.4 Titles of Articles and Sections. Any titles of the several parts, Articles and Sections of this Agreement are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of its provisions.

Section 7.5 Notices and Demands. Except as otherwise expressly provided in this Agreement, a notice, demand, or other communication under this Agreement by either party to the other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, transmitted by facsimile, delivered by a recognized overnight carrier, or delivered personally to the following addresses. If electing to utilize electronic mail, said emails shall be sent to the email addresses provided below with an active read

receipt and shall include a statement that the electronic mail constitutes notice under the terms of this Agreement.

If to County:	Dane County Department of Waste & Renewables Attn: John Welch, Director 1919 Alliant Energy Center Way Madison, WI 53713 Welch@countyofdane.com
With copy to:	Dane County Corporation Counsel City County Building, Room 419 210 Martin Luther King Jr. Blvd. Madison, WI 53703-3345 Phone: (608) 266-4355 Fax: (608) 267-1556
If to City:	City of Madison Attn: Manager, Office of Real Estate Services PO Box 2983 Madison, WI 53701-2983 ores@cityofmadison.com
With copy to:	City Attorney City County Building, Room 401 210 Martin Luther King Jr. Blvd. Madison, WI 53703 Phone: 608-266-4511 Fax: 608-267-8715 attorney@cityofmadison.com

Section 7.6 Counterparts. This Agreement may be executed in counterparts, and all such counterparts shall constitute the same instrument. A signed copy of this Agreement transmitted by facsimile electronic scanned copy (.pdf) or similar technology and shall be as valid as original. This Agreement may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Agreement may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Agreement, fully executed, shall be as valid as an original.

Section 7.7 No Third-Party Beneficiaries. It is the intention of the Parties to this Agreement that no person who is not a party signatory to this Agreement shall, under a third party beneficiary theory or otherwise, have any rights or interests hereunder, and no such other party shall have standing to complain of either Party's exercise of, or alleged failure to exercise, its rights and obligations, or of its performance or alleged lack thereof, under this Agreement.

Section 7.8 Wisconsin Law. This Agreement shall be governed by the laws of the State of Wisconsin.

Section 7.09 Severability. If any term or provision of this Agreement or the application thereto to any person or circumstance, shall, to any extent, be held invalid, unlawful or otherwise unenforceable, the remainder of this Agreement, or the application of such term or provisions to the persons or circumstances other than those as to which it is invalid, unlawful or otherwise unenforceable shall not be affected thereby and every other term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

Section 7.10 Conflicting Terms. As noted herein, other Agreements relating to the Property, Landfill No. 3, and the Sustainability Campus will be entered into by the Parties contemporaneously with this Agreement. In the event of any inconsistency, conflict or ambiguity as to the rights and obligations of the Parties under this Agreement or the related agreements, it is the intent of the Parties that the terms of this Agreement shall control and supersede any such inconsistency, conflict or ambiguity as to the subject matters contained herein.

Section 7.11 Termination. This Agreement shall terminate upon the written agreement of the Parties hereto. Upon termination of this Agreement, this Agreement shall be null and void and, except for obligations that expressly survive termination, and the Parties shall not have any further obligations or liabilities hereunder. Upon such termination the Parties shall deliver to each other such documents as may be necessary to evidence the termination of this Agreement.

Section 7.12 Authority. Each of the undersigned individuals signing this Agreement represent and warrant that they have the power and authority to sign this Agreement on behalf of the entity they represent.

(Signatures begin on next page.)

CITY OF MADISON, WISCONSIN,
a municipal corporation

By:_____
Satya Rhodes-Conway
Mayor

By:_____
Maribeth Witzel-Behl
City Clerk

APPROVED:

_____
David P. Schmiedicke
Finance Director

APPROVED AS TO FORM:

_____
Michael Haas, City Attorney

The execution of this Agreement by City officials was authorized by Enactment No. _____, File ID No. _____, adopted _____, 2022.

(Signatures continue on next page)

COUNTY OF DANE, WISCONSIN,
a municipal corporation

By:_____
Joseph Parisi
County Executive

By:_____
Scott McDonell
County Clerk

The execution of this Agreement by County officials was authorized by Enactment No. _____, File No. _____, adopted _____, 2022

EXHIBIT A
Legal Description

Part of the Northeast Quarter of the Southeast Quarter, part of the Northwest Quarter of the Southeast Quarter, part of the Southeast Quarter of the Southeast Quarter, part of the Southwest Quarter of the Northeast Quarter, the Southwest Quarter of the Southeast Quarter of Section 25, part of the Northeast Quarter of the Northeast Quarter, the Northwest Quarter of the Northeast Quarter of Section 36, all located in Township 7 North, Range 10 East, City of Madison, Dane County, Wisconsin described as:

Beginning at the Northeast Corner of Section 36;
thence South 00°14'45" West, along the East line of the Northeast Quarter of Section 36, 886.93 feet to the Northeast corner of Certified Survey Map 6623 recorded in Volume 32 of Certified Survey Maps on Pages 272 and 273 as Document 2311328;
thence South 70°11'29" West, along the North line of said Certified Survey Map 6623, 1,408.95 feet to the Southeast Corner of the Northwest Quarter of the Northeast Quarter of said Section 36;
thence South 87°59'24" West, along the South line of said Northwest Quarter of the Northeast Quarter, 1,324.74 feet to the Southwest corner of said Northwest Quarter of the Northeast Quarter;
thence North 00°21'33" West, along the West line of said Northwest Quarter of the Northeast Quarter, 1,320.13 feet to the South Quarter Corner of said Section 25;
thence North 00°20'47" East, along the West line of the Southeast Quarter of said Section 25, 2,648.86 feet to the Center Quarter Corner of said Section 25;
thence North 00°20'12" East, along the West line of the Northeast Quarter of said Section 25, 436.32 feet to the Southerly right of way line of United States Highway 12 and 18 as described in the State of Wisconsin Transportation Project Plat 3080-01-26;
thence along said Southerly right of way line for the next 16 courses:
South 72°02'15" East, 445.53 feet;
South 65°27'59" East, 156.63 feet;
South 71°33' 05" East, 400.03 feet;
South 75°52'43" East, 318.21 feet;
South 72°02'15" East, 80.04 feet;
South 00°26'49" West, 95.01 feet;
North 88°14'23" East, 268.49 feet;
South 72°02'15" East, 396.29 feet;
South 69°45'02" East, 196.57 feet;
South 67°27'49" East, 179.16 feet;
South 61°23'44" East, 100.00 feet;
South 49°15'34" East, 100.00 feet;
South 37°07'25" East, 100.00 feet;
South 24°59'16" East, 100.00 feet;
South 12°57'08" East, 98.35 feet;
South 06°59'06" East, 75.62 feet to the West right of way line of County Highway AB;
thence South 00°24'10" West, along said West right of way line, 444.66 feet to the South line of the Northeast Quarter of the Southeast Quarter of Section 25;
thence North 88°09'25" East, along said South line, 33.02 feet to the East line of the Southeast Quarter of said Section 25;
thence South 00°24'10" West, along said East line, 1,319.38 feet to the **Point of Beginning.**

These described lands hereof, contain 10,074,391 square feet or 231.28 acres, more of less, and is subject to restrictions, reservations, rights of way and easements of records.

EXHIBIT B

Overview Map and Option Property

EXHIBIT C

Conceptual Site Plans

EXHIBIT D

Purchase And Sale Agreement

EXHIBIT E
Golf Course Leasebacks

Exhibit E.1. Golf Ground Lease (36 Hole, 27 Hole and 18 Hole)

Exhibit E.2. Maintenance Building Lease

Exhibit E.3. Temporary Limited Easement – Irrigation System Modifications

EXHIBIT E.1

Golf Lease (36 Hole, 27 Hole and 18 Hole)

EXHIBIT E.2
Maintenance Building Lease

EXHIBIT E.3

Temporary Limited Easement – Irrigation System Modifications

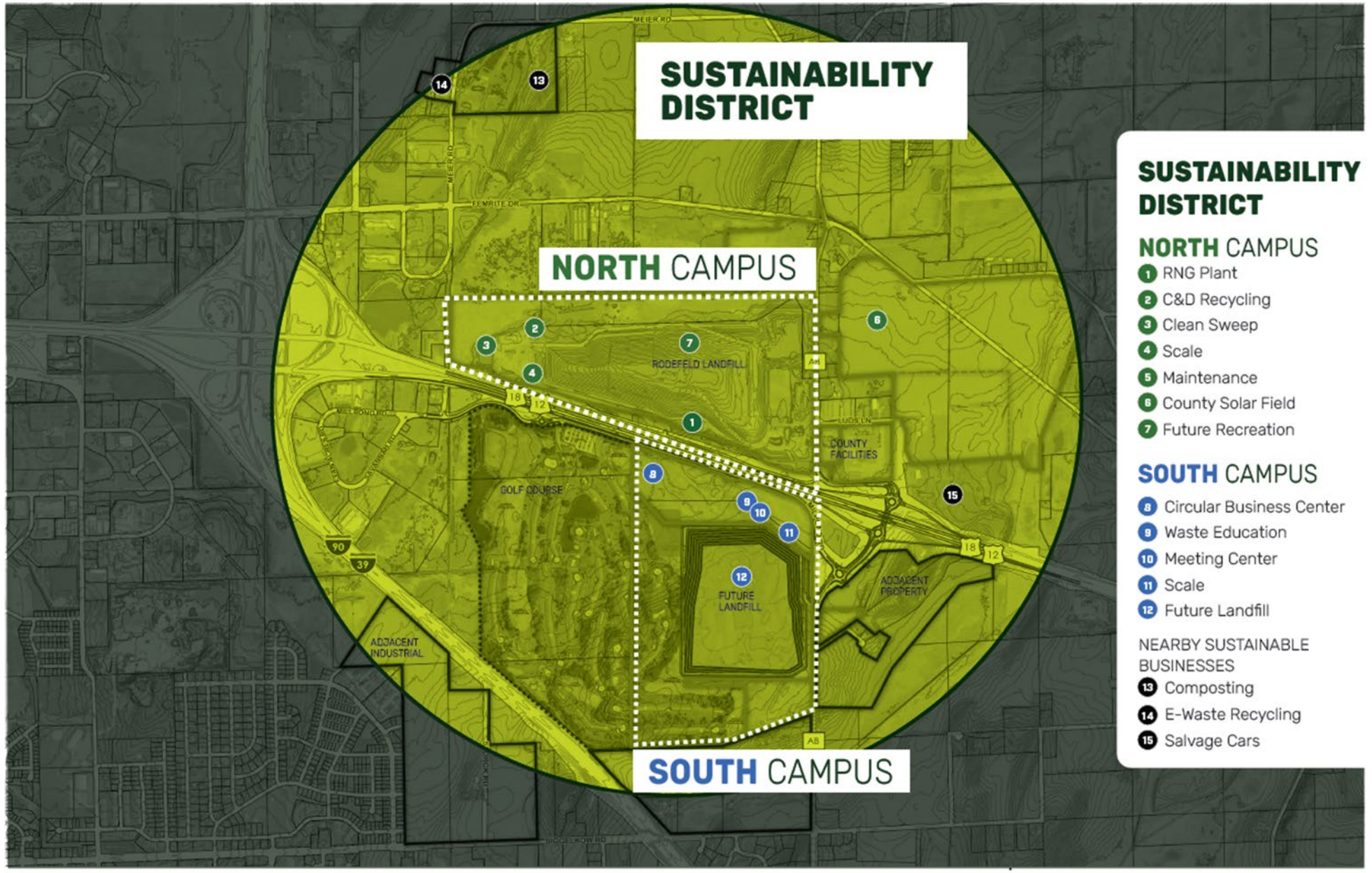
EXHIBIT F
Right of First Refusal

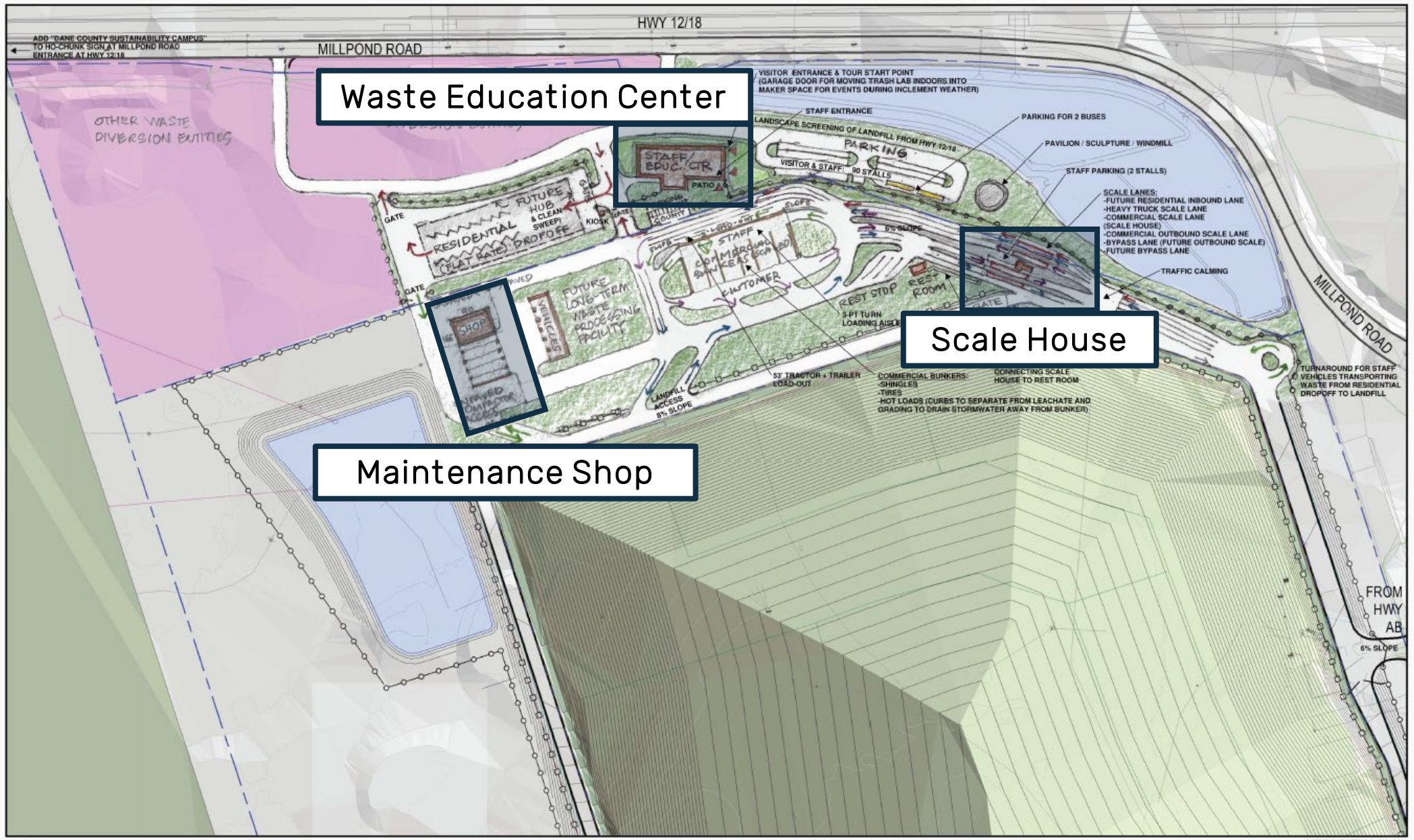
NEW SITE

- Proximity to urban service area
  - Job access
  - Waste hauling distance
- Access to major roadways
- Public utilities available
  - Important for sustainability campus businesses

The next closest landfill is 40 miles away which could increase City's costs of hauling by 80-100%.
This extra hauling also creates GHG emissions and places the burden of our waste on another community.

DANE COUNTY DEPARTMENT OF **WASTE + RENEWABLES**



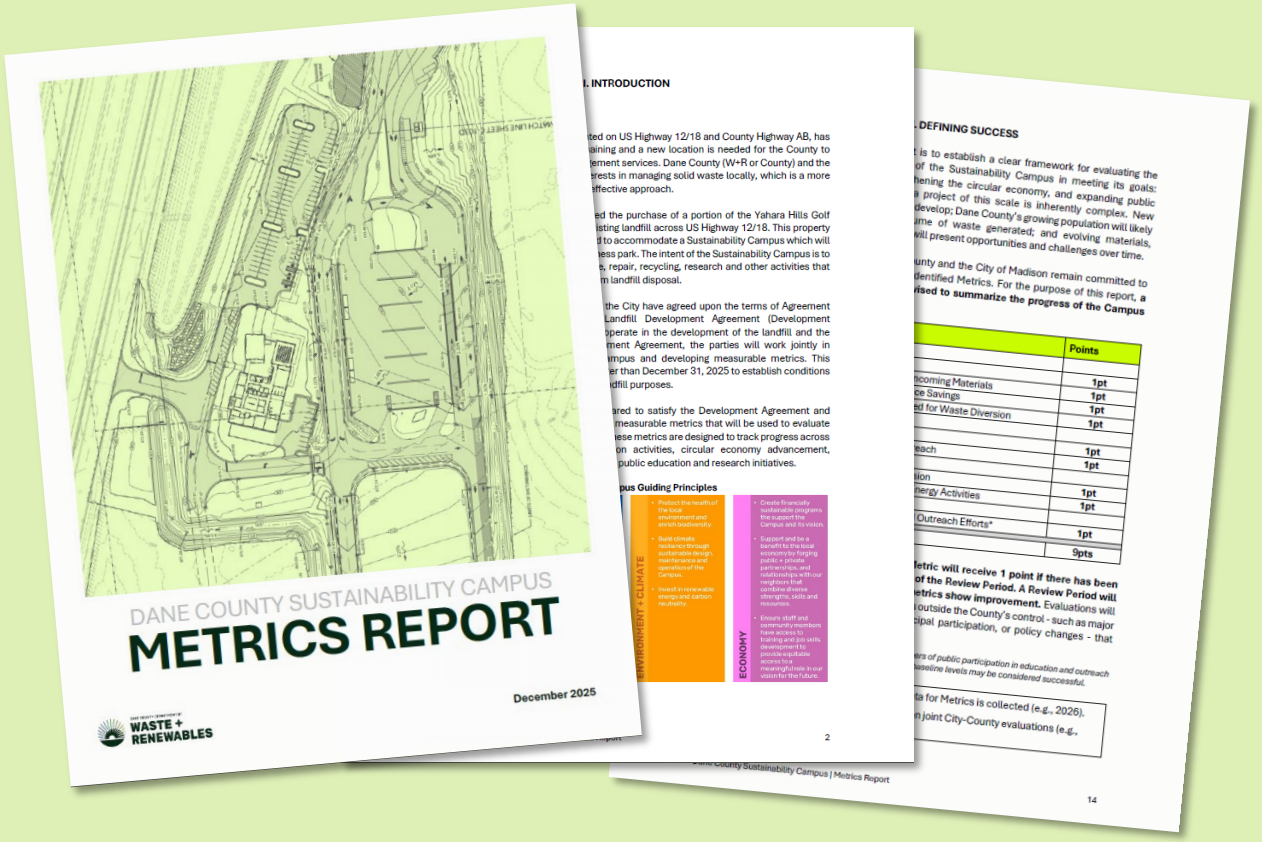

Waste Education Center
Scale House
Maintenance Shop
HWY 12/18
MILLPOND ROAD
ADD "DANE COUNTY SUSTAINABILITY CAMPUS" TO HO-CHUNK SIGN AT MILLPOND ROAD ENTRANCE AT HWY 12/18
OTHER WASTE DIVERSION ENTITIES
VISITOR ENTRANCE & TOUR START POINT (GARAGE DOOR FOR MOVING TRASH LAB INDOORS INTO MAKER SPACE FOR EVENTS DURING INCLEMENT WEATHER)
STAFF ENTRANCE
LANDSCAPE SCREENING OF LANDFILL FROM HWY 12/18
PARKING
VISITOR & STAFF: 90 STALLS
PARKING FOR 2 BUSES
PAVILION / SCULPTURE / WINDMILL
STAFF PARKING (2 STALLS)
STAFF EDUC. CTR
PATIO
RESIDENTIAL DROPOFF (FLAT RATE)
FUTURE HUB & CLEAN SWEEP
KIOSK
GATE
SCALE LANES:
-FUTURE RESIDENTIAL INBOUND LANE
-HEAVY TRUCK SCALE LANE
-COMMERCIAL SCALE LANE
(SCALE HOUSE)
-COMMERCIAL OUTBOUND SCALE LANE
-BYPASS LANE (FUTURE OUTBOUND SCALE)
-FUTURE BYPASS LANE
TRAFFIC CALMING
5% SLOPE
SLOPE
STAFF
COMMERCIAL SCALE HOUSE
CUSTOMER
REST STOP
REST ROOM
3-PT TURN LOADING AISLE
FUTURE LONG-TERM WASTE PROCESSING FACILITY
SHOP
VEHICLES
PAVED
53' TRACTOR + TRAILER LOAD-OUT
LANDFILL ACCESS 8% SLOPE
COMMERCIAL BUNKERS:
-SHINGLES
-TIRES
-HOT LOADS (CURBS TO SEPARATE FROM LEACHATE AND GRADING TO DRAIN STORMWATER AWAY FROM BUNKER)
CONNECTING SCALE HOUSE TO REST ROOM
TURNAROUND FOR STAFF VEHICLES TRANSPORTING WASTE FROM RESIDENTIAL DROPOFF TO LANDFILL
FROM HWY AB
6% SLOPE
TN PN
CONCEPTUAL SITE PLAN
SCALE: 1" = 100'-0"
0' 100' 100' 200'
DANE COUNTY SUSTAINABILITY CAMPUS
VEHICLE TRAFFIC KEY:
RESIDENTIAL VEHICLES
HEAVY TRUCKS
COMMERCIAL VEHICLES
STAFF VEHICLES
03/04/2025
Foth
saiki DESIGN
STRANG
COPYRIGHT STRANG, INC. 2025

METRICS REPORT

"…the City and County agree to work in good faith to create measurable metrics for the [Sustainability Campus] by December 31, 2025."

METRICS REPORT OVERVIEW

- Provides context for the report
- Defines Guidelines for what is considered a ‘Metric’
- Identifies nine discrete Metrics to be tracked
- Defines how Metrics will be reported
  - Annually by June
- Defines Success



V. METRICS GUIDELINES

The City/County Staff Committee has jointly defined metrics to be durable and attempt to capture the impact of the Sustainability Campus. Given this focus, each Metrics must be:

1. **Measurable** - Metrics must be quantifiable using reliable, regularly collectable data to allow for consistent tracking over time.

2. **Attributable to the Project** - Metrics should reflect new or expanded programs, services, or outcomes that would not occur *but for* the Sustainability Campus project.

3. **Integrated with Broader Department Operations** - Metrics do not need to be limited by the geographical footprint of the business park or Campus.

4. **Technology- and Tenant-Agnostic** - Metrics must remain valid regardless of which specific technologies are deployed or which organizations occupy the Campus.

5. **Aligned with Project Values** - Each metric should reflect one or more of the project's core values: environment + climate, circularity + innovation, economic, and community benefits.

SELECTED METRICS

1. Waste Diversion
    - Waste Diversion by Tonnage
    - Waste Diversion as a Percent of Incoming Materials
    - Waste Diversion in Landfill Airspace Savings
    - Number of Material Types Accepted for Waste Diversion
2. Active Partnerships
    - Partnerships in Waste Diversion
    - Partnerships in Education and Outreach
3. GHG Avoided
    - GHG Avoided Through Waste Diversion
    - GHG Avoided Through Renewable Energy Activities
4. Public Participation
    - Total Public Participation in Education and Outreach Efforts

METRICS SUCCESS

Metric	Points
Waste Diversion	
Waste Diversion by Tonnage	**1pt**
Waste Diversion as a Percent of Incoming Materials	**1pt**
Waste Diversion in Landfill Airspace Savings	**1pt**
Number of Material Types Accepted for Waste Diversion	**1pt**
Partnerships	
Partnerships in Waste Diversion	**1pt**
Partnerships in Education and Outreach	**1pt**
GHG Avoided	
GHG Avoided Through Waste Diversion	**1pt**
GHG Avoided Through Renewable Energy Activities	**1pt**
Public Participation	
Public Participation in Education and Outreach Efforts*	**1pt**
Total	**9pts**

METRICS REPORTING

WASTE DIVERSION BY TONNAGE

Metric 1: Total tons diverted | Metric 2: Percent of incoming diverted

		Baseline Review Period			Review Period 1		
Material Category	**Destination**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**
C&D PROCESSING - RECYCLED							
Clean Wood (animal bedding/silt sock)	Recycled	10,152	3,534	5,318	4,855		
Mixed Metal	Recycled	2,991	1,918	2,233	1,646		
Cardboard	Recycled	639	363	298	217		
Aggregate	Recycled	3,763	1,377	1,623	1,945		
C&D Subtotal - Recycled	*Subtotal*	17,545	7,192	9,472	8,663	0	0
C&D PROCESSING - BENEFICIAL REUSE							
Fines	Beneficial Reuse	15,782	13,122	12,531	6,587		
C&D Subtotal - Beneficial Reuse	*Subtotal*	15,782	13,122	12,531	6,587	0	0
C&D PROCESSING - LANDFILLED							
Unrecyclable Residuals	Landfilled	36,655	28,626	29,647	20,024		
C&D Subtotal - Landfilled	*Subtotal*	36,655	28,626	29,647	20,0[illegible]		0
DIRECT DIVERSION							
Asphalt Shingles	Recycled	4,826	6,678	14,633	34,60[illegible]		
Mixed Metals (non-C&D)	Recycled	70	129	185	273		
Automotive Tires	Recycled	859	823	635	549		
BENEFICIAL REUSE							
Brush and Logs	[illegible]	1,354	1,[illegible]		2,775		
Street Sweepings	[illegible]euse	7,471	8,339		6,652		
Grit and Screening	[illegible]ial Reuse	2,273	2,148		2,837		
Contaminated Soil	[illegible]l Reuse	688	1,316	9[illegible]	1,114		
CLEAN SWEEP + SPECIAL							
Latex Paint - Landfill Cover	Be[illegible]use	107	118				
HHW - Special Treatment	Spe[illegible]ent	183	186				
Electronics	Recyc[illegible]	107	96				
Oil Recycling	Recycl[illegible]	16	19				
HHW - Reuse Program	Reuse						
COMPOST							
Food Scraps	Compost				125		
Yard Waste	Compost				364		

ANNUAL METI[illegible] SUMMARY

		Baseline Review Period			Review Period 1		
Metric	**Unit**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**
[illegible]aste Diversion b[illegible]nnage	Tons	**23,423**	**14,937**	**24,925**	**44,573**		
2[illegible]ste Diversion a[illegible]of Incoming	%	**7.2%**	**4.2%**	**6.7%**	**11.6%**		
3. [illegible]pace Savings	[illegible]ic Yards	**[illegible],093**	**97,120**	**140,018**	**182,895**		
4[illegible]terial Types Ac[illegible]	[illegible]nt	[illegible]	**23**	**23**	**27**		
[illegible]Partnerships in Di[illegible]n		**x**	**x**	**x**	**12**		
[illegible]ships in Ed[illegible]on	Count	**x**	**x**	**x**	**22**		
7. GH[illegible]ded (Dive[illegible]n)	MTCO2e	**-17,457**	**-11,529**	**-13,709**	**-13,039**		
8. GHG A[illegible]d (Ren[illegible]les)	MTCO2e	**x**	**x**	**x**	**x**		
9. Public Pa[illegible]tio[illegible]	People	**5,888**	**9,752**	**6,774**	**10,470**		

DRAFT

THANK YOU!

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93643

File ID:	93643	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	06/17/2026
File Name:				**Final Action:**	

Title: Authorization to Enter a Sole Source Intergovernmental Agreement with the University of Wisconsin Population Health Service Fellows Program (2026 C RES-001)

Notes: 2026-2028 UW Pop Health Fellow Agreement

Sponsors:	Joann Pritchett	**Effective Date:**	
Attachments:	93643__Approved Non-Competitive Selection Request	**Enactment Number:**	
Author:	Adrianne Bonow & Sarah Dobbins	**Hearing Date:**	
Entered by:	PHBOHSupport@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Health Department	06/17/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/26/26), Board of Health Madison and Dane County (7/8/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Board of Health Madison and Dane County.					
1	FINANCE COMMITTEE	07/07/2026	Referred	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	07/17/2026		
	Action Text:	This Resolution was Referred to the BOARD OF HEALTH FOR MADISON AND DANE COUNTY					
1	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	07/17/2026	Return to Lead with the Recommendation for Approval	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Lewis, seconded by King, to Return to Lead with the Recommendation for Approval to the Finance Committee. The motion passed by voice vote/other, 6-0.					

1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass

Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93643

Fiscal Note

The proposed resolution authorizes an agreement with the University of Wisconsin Population Health Institute to fund a Population Health Service Fellow within Public Health Madison & Dane County (PHMDC). The total cost to PHMDC is $80,000 over the period July 1, 2026 to June 30, 2028. It is anticipated that costs associated with the fellow in 2026 will be accommodated within PHMDC's existing budget authority. Costs occurring in 2027 to 2028 will be included in future budget requests. Up to $60,000 of the total cost will be supported by grant funds with the remainder being a joint cost between the City and County. PHMDC joint costs are shared by the City of Madison and Dane County according to equalized value as defined within the Public Health Intragovernmental Agreement.

Title

Authorization to Enter a Sole Source Intergovernmental Agreement with the University of Wisconsin Population Health Service Fellows Program (2026 C RES-001)

Body

WHEREAS, Public Health Madison & Dane County (Public Health) seeks authorization to enter a sole source intergovernmental agreement with the Board of Regents of the University of Wisconsin System on behalf of the Population Health Institute at the University of Wisconsin-Madison School of Medicine and Public Health and engage a Population Health Service Fellow to support the continued development of the public health workforce and advance departmental priorities. A Population Health Service Fellow is an individual who has completed a post-graduate degree and is prepared to provide high-level service to the department while pursuing additional skill development within public health. This is a two-year postgraduate appointment administered through the University of Wisconsin. Hosting a fellow aligns with Public Health's educational mission and accreditation requirements to develop the future public health workforce. Public Health has hosted Population Health Service Fellows in prior biennia and has found the experience to be beneficial both for the department and for the fellows; and

WHEREAS, External funding for Population Health Service Fellows is limited. However, Public Health has budgeted capacity to support one full-time Fellow for the period of July 1, 2026 through June 30, 2028. To continue hosting a fellow, Public Health would reimburse the UW Population Health Institute for the associated expenses (salary and fringe benefits) at a total cost of $80,000 for the two (2) year agreement. The total cost to the department from July 1, 2026 through June 30, 2027 will be $50,000 which is available within the contracted services budget, including funds designated to support the development and implementation of the Community Health Improvement Plan. The total cost for the department from July 1, 2027 through June 30, 2028 will be $30,000. Public Health will continue to budget for this role in the 2027 and 2028 budget cycle(s). Population Health Service Fellows do not replace any existing staff activities or personnel; and

WHEREAS, The Board of Health for Madison and Dane County is authorized to approve new

intergovernmental agreements for program services per Board of Health for Madison and Dane County Resolution #2008-03.

NOW, THEREFORE BE IT RESOLVED, that the Board of Health for Madison and Dane County, on behalf of Public Health Madison & Dane County, authorizes the Director of Public Health, or their designee, to enter into and sign an agreement with The Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin-Madison, UW Population Health Institute, for the period of July 1, 2026 through June 30, 2028 to fund one (1.0 FTE) Population Health Service Fellow at a total cost of $80,000 ($50,000 from 2026-2027, plus $30,000 from 2027-2028).

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
Christine Koh
Internal Audit & Grants Manager
Kolawole Akintola
Risk Manager
Eric Veum
Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
6100 PUBLIC HEALTH MADISON DANE

Major
546** Consulting/Professional Services

Agency
Public Health Madison & Dane County

Total Purchase Amount
$ 80,000.00

Vendor Name
University of Wisconsin-Madison - UW Population Health Institure (Sciences Department)

Product/Service Description
The University of Wisconsin Population Health Institute Service Fellowships is a two-year service and training program designed for early-career public health professionals. Fellows are placed across Wisconsins where they work on pressing public health challenges while gaining hands on experience in public health practice. PHMDC is a placement site for the fellowship. The fellow is placed on the Maternal Child Health team and works on projects and initiatives to advance maternal and child health in Dane County.

Exception Criteria
2. The services or goods required are available from only one person or firm (i.e., true sole source).

Reason For Request
A competitive selection process is not feasible for this service because the Population Health Services Fellowship is a highly specialized and established program that uniquely combines workforce development, population health training, academic mentorship, and embedded public health practice. The fellowship is administered through the University of Wisconsin Population Health Institute and is specifically designed to place trained fellows within governmental organizations to advance health initiatives while simultaneously developing the next generation of public health leaders.

UW is the only feasible provider because it is the sole administrator and operator of the Population Health Services Fellowship program. The university has the institutional capacity, faculty expertise, accreditation, and established statewide partnerships necessary to recruit, train, supervise, and support fellows working in complex public health systems. In addition, the fellowship model is intentionally tied to the university's academic and population health infrastructure, including access to research-informed methodologies, evaluation support, and interdisciplinary collaboration opportunities.

Requestor
Bonow, Adrianne Dobbins, Sarah

Comments
The City of Madison has paid the University of Wisconsin millions of dollars since 2015. There isn't a good way to filter the thousands of invoices down to subtotal by selection type; however, services rendered by a university are exempt from competitive selection requirements.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 93749

File ID:	93749	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	06/25/2026
File Name:				**Final Action:**	

Title: Amending the Public Health Budget to Accept Grant Funds from the Medical College of Wisconsin (MCW), Inc. on behalf of the Advancing a Healthier Wisconsin Endowment (AHW) for Partnerships for Success: Innovative Health Support for Young Parents in Schools (*2026 C RES -002)*

Notes:

Sponsors:	Joann Pritchett	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Adrianne Bonow & Sarah Dobbins	**Hearing Date:**	
Entered by:	ABonow@publichealthmdc.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Health Department	06/25/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Board of Health Madison and Dane County (7/8/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Board of Health Madison and Dane County.					
1	FINANCE COMMITTEE	07/07/2026	Referred	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	07/17/2026		
	Action Text:	This Resolution was Referred to the BOARD OF HEALTH FOR MADISON AND DANE COUNTY					
1	BOARD OF HEALTH FOR MADISON AND DANE COUNTY	07/17/2026	Return to Lead with the Recommendation for Approval	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Lewis, seconded by MacMillan, to Return to Lead with the Recommendation for Approval to the Finance Committee. The motion passed by voice vote/other, 6-0					

1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER	Pass

Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 93749

Fiscal Note
The proposed resolution amends Public Health's 2026 operating budget to appropriate a $250,000 grant from the Medical College of Wisconsin on behalf of the Advancing a Healthier Wisconsin Endowment. The grant does not require a local match and covers activities for the period 7/1/2026 to 6/30/2028.

Title
Amending the Public Health Budget to Accept Grant Funds from the Medical College of Wisconsin (MCW), Inc. on behalf of the Advancing a Healthier Wisconsin Endowment (AHW) for Partnerships for Success: Innovative Health Support for Young Parents in Schools (*2026 C RES -002)*
Body
WHEREAS, Public Health Madison and Dane County ("Public Health") proposes the acceptance of $250,000.00 from the Medical College of Wisconsin ("MCW"), Inc. on behalf of the Advancing a Heathier Wisconsin Endowment ("AHW") for Partnerships for Success: Innovative Health Support for Young Parents in Schools; and

WHEREAS, The funding awarded is provided by AHW. Resources for AHW resulted from the conversion of the Blue Cross and Blue Shield United of Wisconsin to a stock insurance corporation and the distribution of one-half of the proceeds of the sale of stock to MCW. AHW's mission is to work with partners to serve as a catalyst for positive change in the health of Wisconsin communities. Funds are provided on a direct cost reimbursement basis in accordance with the terms of the agreement and covers activities for the period 7/1/2026 to 6/30/2028 ("Period of Performance"); and

WHEREAS, MCW on behalf of AHW awarded Public Health $250,000.00 to partner with the Young Parent Collective (YPC), Madison Metropolitan School District (MMSD), and the Medical College of Wisconsin (MCW) to build on a 2025 pilot project to establish a replicable, scalable, effective model that empowers schools and districts across Wisconsin to improve young parents' maternal health, mental health, and educational outcomes, while advancing health equity for two generations-young parents and their children. Building on a previous Seed Grant, this project will expand and sustain the Pathways to Thrive model across Wisconsin, strengthening infrastructure, refining tools, building leadership and evaluation capacity among young parents; and

WHEREAS, the intergovernmental agreement creating the joint City-County health department requires approval of the City Council for a new grant over $50,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Madison authorizes the Director of Public Health, or their designee, to apply, sign the agreement, accept and expend the funding, and amend the 2026 Public Health Budget by $250,000.00.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93752

File ID:	93752	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	06/26/2026
File Name:	Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (various alder districts, citywide)			**Final Action:**	

Title: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (Citywide)

Notes:

Sponsors:	Tag Evers And Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo - SFY27 MWU Declaring Intent for SDWLP Reimbursements.pdf, Resolution No 93752 Declaring Official Intent to Reimburse Expenditures from Proceeds.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	06/26/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/13/26), Water Utility Board (7/28/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/07/2026	Refer	FINANCE COMMITTEE		07/13/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Water Utility Board.					
1	FINANCE COMMITTEE	07/07/2026	Referred	WATER UTILITY BOARD			
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD					
1	FINANCE COMMITTEE	07/13/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

1	WATER UTILITY BOARD	07/28/2026	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE	Pass

Action Text: Motion by Secretary Abrahamian, seconded by Alder Vidaver, to RETURN TO LEAD WITH THE RECOMMENDATION FOR COMMON COUNCIL TO ADOPT declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (Citywide). Motion carried by voice vote/other.

Text of Legislative File 93752

Fiscal Note

The proposed resolution acknowledges that the City of Madison Water Utility will request reimbursement on eligible capital project expenses through the State of Wisconsin DNR's Safe Drinking Water Loan Program's reduced interest rate loan program. There are no direct fiscal impacts from this proposed resolution.

Title

Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (Citywide)

Body

WHEREAS, Madison Water Utility, on behalf of the City of Madison, Dane County, Wisconsin (the "Municipality") intends to complete several public works improvements projects, as identified within Projects: 4837-14, in the Wisconsin DNR Safe Drinking Water Loan Program 2026 Fiscal Year Project Priority List (the "Projects"); and

WHEREAS, the Municipality expects to finance the Projects on a long-term basis by issuing tax-exempt bonds or promissory notes (the "Bonds"); and

WHEREAS, because the bonds will not be issued prior to completion of the eligible Projects, the Municipality must provide interim financing to cover costs of the Projects incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis to pay the costs of the Projects until the Bonds are issued; and

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Madison, Wisconsin, that:

Section 1 - Expenditure of Funds. The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Projects until Bond proceeds become available.

Section 2 - Declaration of Official Intent. The Municipality hereby officially declares its intent under Treas. Regs. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed $1,483,500 under the State Fiscal Year 2027 Projects.

Section 3 - Unavailability of Long-Term Funds. No funds for payment of the Projects from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4 - Public Availability of Official Intent Resolution. This resolution shall be made available for public inspection at the Madison Water Utility office within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5 - Effective Date. This resolution shall be effective upon its adoption and approval.

Madison Water Utility
www.madisonwater.org • 119 East Olin Avenue, Madison, WI 53713 • TEL 608-266-4651 • FAX 608-266-4426

MEMORANDUM

Date: July 28, 2026

To: Water Utility Board

From: January Vang, Interim General Manager & Finance Manager
Pete Holmgren, Chief Engineer
Adam Wiederhoeft, Design & Construction Manager

Subject: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

This proposed resolution acknowledges that the Utility will be requesting reimbursement of eligible Capital expenditures on one 2027 Capital Project through Wisconsin Department of Natural Resources (WI-DNR) Safe Drinking Water Loan Program (SDWLP) with low-interest rate (estimated 2.475%) 30-year loan, as was similarly done by the Utility in State Fiscal Years 2023 through 2026 for prior SDWLP-eligible Utility infrastructure projects.

The proposed State Fiscal Year 2027 project intending to utilize SDWLP loan reimbursements is the proposed Lake Forest water system consolidation & replacement project, phase 1 of 3 (estimated value $1,483,500). Phase 2 is anticipated to proceed in 2028, and phase 3 in 2029.

This resolution does not have any direct fiscal impact to the City or Utility and simply acknowledges the Utility's intent to apply for SDWLP utilization related to these projects.

ATTACHMENTS:

A. Resolution 93752: Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing
B. Memo: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93752

File ID:	93752	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	Water Utility
				File Created Date :	06/26/2026
File Name:	Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (various alder districts, citywide)			**Final Action:**	

Title: Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (various alder districts, citywide)

Notes:

Sponsors:	Tag Evers And Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo - SFY27 MWU Declaring Intent for SDWLP Reimbursements.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	06/26/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (7/13/26), Water Utility Board (7/28/26), Common Council (8/04/26)

Text of Legislative File 93752

FISCAL NOTE
There are no direct fiscal impacts resulting from this proposed resolution. This resolution acknowledges that the Utility's initial/interim Capital expenditures on eligible Capital projects will be requesting reimbursement through the SDWLP's reduced interest rate loan program.

TITLE
Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing (various alder districts, citywide)

BODY
WHEREAS, Madison Water Utility, on behalf of the City of Madison, Dane County, Wisconsin (the "Municipality") intends to complete several public works improvements projects, as identified within Projects: 4837-14, in the Wisconsin DNR Safe

Drinking Water Loan Program 2026 Fiscal Year Project Priority List (the "Projects"); and

WHEREAS, the Municipality expects to finance the Projects on a long-term basis by issuing tax-exempt bonds or promissory notes (the "Bonds"); and

WHEREAS, because the bonds will not be issued prior to completion of the eligible Projects, the Municipality must provide interim financing to cover costs of the Projects incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis to pay the costs of the Projects until the Bonds are issued; and

NOW THEREFORE, BE IT RESOLVED, by the Common Council of the City of Madison, Wisconsin, that:

Section 1 - Expenditure of Funds. The Municipality shall make expenditures as needed from its funds on hand to pay the costs of the Projects until Bond proceeds become available.

Section 2 - Declaration of Official Intent. The Municipality hereby officially declares its intent under Treas. Regs. Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed $1,483,500 under the State Fiscal Year 2027 Projects.

Section 3 - Unavailability of Long-Term Funds. No funds for payment of the Projects from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4 - Public Availability of Official Intent Resolution. This resolution shall be made available for public inspection at the Madison Water Utility office within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19, and shall remain available for public inspection until the Bonds are issued.

Section 5 - Effective Date. This resolution shall be effective upon its adoption and approval.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93842

File ID:	93842	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/06/2026
File Name:	Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptan			**Final Action:**	

Title: Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and amend the 2026 Adopted Capital Budget to appropriate the grant revenue and expenses, up to $10,000, for the Water Utility Water on Wheels (WU-WOW).

Notes:

Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo - Authorizing the City of Madison Water Utility to accept a grant if awarded of up to $10000 for the Alliant Energy Foundation.pdf, Resolution No 93842 Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	07/06/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Water Utility Board (7/28/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Water Utility Board.					
1	FINANCE COMMITTEE	07/21/2026	Referred	WATER UTILITY BOARD			
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD					

1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER		Pass

Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.

1	WATER UTILITY BOARD	07/28/2026	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE	Pass

Action Text: Motion by Alder Vidaver, seconded by Secretary Abrahamian, to RETURN TO LEAD WITH RECOMMENDATION FOR COMMON COUNCIL TO ADOPT Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and amend the 2026 Adopted Capital Budget to appropriate the grant revenue and expenses, up to $10,000, for the Water Utility Water on Wheels (WU-WOW). Board member Callisto recused himself from the vote. Motion carried by voice vote/other.

Text of Legislative File 93842

Fiscal Note

The proposed resolution authorizes the City of Madison to accept if awarded, private grant funding of up to $10,000 from the Alliant Energy Foundation. The grant will fund a portion of the costs of fabrication and build out of the interior of the Water Utility's Water on Wheels (WU-WOW) educational outreach vehicle. If the grant is awarded, the Water Utility's 2026 Adopted Capital Budget will be amended to appropriate the private grant funding in the Water Utility Vehicle Major Program (Munis #12339).

Title

Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and amend the 2026 Adopted Capital Budget to appropriate the grant revenue and expenses, up to $10,000, for the Water Utility Water on Wheels (WU-WOW).

Body

WHEREAS, The Madison Water Utility is seeking support to create the WU-WOW, an interactive mobile education center that will bring hands-on water science, conservation, and workforce education directly into neighborhoods, schools, community centers, and public events throughout Madison.

WHEREAS, Developed in partnership with the Madison Children's Museum, the WU-WOW will transform a utility box truck into a traveling learning laboratory featuring interactive exhibits, tap water access, and educational experiences focused on groundwater protection, drinking water quality, conservation, and careers in the water industry.

WHEREAS, By meeting residents where they live, learn, and gather, WU-WOW will help build trust in public drinking water, increase awareness of environmental stewardship, engage historically underserved communities, and inspire the next generation of water professionals.

WHEREAS, This investment will create a long-term community asset capable of reaching thousands of residents annually while advancing public education, environmental sustainability, and workforce development goals across Madison.

WHEREAS The Madison Children's Museum (MCM) is one of the few children's museums nationwide with an on-site fabrication shop. Consulting with the MCM to fabricate the interior exhibit space for the WU-WOW provides access to an award-winning, in-house team specializing in sustainable, durable, and highly interactive designs.

WHEREAS, The MCM has estimated costs of fabrication from the interior buildout of the WU-WOW to be no greater than $31,800, the Madison Water Utility has written a private grant request to the Alliant Energy Foundation for $10,000 to help offset these costs,

NOW THEREFORE BE IT RESOLVED, that the City of Madison is authorized to accept a private grant, if awarded, for up to $10,000 from the Alliant Energy Foundation for fabrication and buildout of the WU-WOW educational outreach vehicle, and

BE IT FURTHER RESOLVED, that, if the private grant is awarded, the City of Madison Water Utility 2026 Capital Budget will be amended to appropriate the grant revenue and expenses for the WU-WOW, up to $10,000, into the Water Utility Vehicle and Equipment major #12339, and

BE IT FINALLY RESOLVED, that the Water Utility General Manager, or their designee, is authorized to sign a private grant agreement with the Alliant Energy Foundation in a format approved by the City Attorney, and any other necessary documents to comply with the grant requirements and to secure the grant funding.

Madison
Water Utility

www.madisonwater.org • 119 East Olin Avenue, Madison, WI 53713 • TEL 608-266-4651 • FAX 608-266-4426

MEMORANDUM

Date: July 21, 2026

To: Mayor Satya-Rhodes Conway

City of Madison Common Council

City of Madison Finance Committee

City of Madison Water Utility Board

From: Jody Berndt, Community Outreach Specialist

Marcus Pearson, Public Information Officer
January Vang, Interim General Manager

Subject: Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and the transfer of funds.

RECOMMENDATION

Staff is recommending acceptance of an Alliant Energy Foundation grant, if awarded, for up to $10,000 for fabrication and buildout of the Madison Water Utility Water on Wheels (WU-WOW) mobile educational outreach vehicle.

BACKGROUND

Madison Water Utility (MWU) is seeking support to create the WU-WOW, an interactive mobile education center that will bring hands-on water science, conservation, and workforce education directly into neighborhoods, schools, community centers, and public events throughout Madison.

Developed in partnership with the Madison Children's Museum, the WU-WOW will transform a utility box truck into a traveling learning laboratory featuring interactive exhibits, tap water access, and educational experiences focused on groundwater protection, drinking water quality, conservation, and careers in the water industry.

The Madison Children’s Museum has estimated costs of fabrication from the interior buildout of the WU-WOW to be no greater than $31,800. MWU has written a private grant request to the

Alliant Energy Foundation for $10,000 to help offset these costs. The grant decision is scheduled to be announced by 8/15/2026.

FISCAL IMPACT

The City of Madison Water Utility 2026 Capital Budget will be amended to appropriate the grant revenue and expenses for fabrication and buildout of the WU-WOW to up to $10,000.

LEGISLATIVE PATH

7/21/26 – Common Council (Introduction)
7/27/26 – Finance Committee
7/28/26 – Water Utility Board
8/04/26 – Common Council (Final Approval)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93842

File ID:	93842	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/06/2026
File Name:	Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptan			**Final Action:**	

Title: Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and amend the 2026 Adopted Capital Budget to appropriate the grant revenue and expenses, up to $10,000, for the Water Utility Water on Wheels (WU-WOW).

Notes:

Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo - Authorizing the City of Madison Water Utility to accept a grant if awarded of up to $10000 for the Alliant Energy Foundation.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	07/06/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Water Utility Board (7/28/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Water Utility Board.					
1	FINANCE COMMITTEE	07/21/2026	Referred	WATER UTILITY BOARD			
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD					

Text of Legislative File 93842

Fiscal Note

The proposed resolution authorizes the City of Madison to accept if awarded, private grant funding of up to $10,000 from the Alliant Energy Foundation. The grant will fund a portion of the costs of fabrication and build out of the interior of the Water Utility's Water on Wheels (WU-WOW) educational outreach vehicle. If the grant is awarded, the Water Utility's 2026 Adopted Capital Budget will be amended to appropriate the private grant funding in the Water Utility Vehicle Major Program (Munis #12339).

Title

Authorizing the City of Madison to accept, if awarded, a private grant of up to $10,000 from the Alliant Energy Foundation, and authorizing the Water Utility General Manager to enter into a grant agreement and sign related document(s) authorizing acceptance of the grant and amend the 2026 Adopted Capital Budget to appropriate the grant revenue and expenses, up to $10,000, for the Water Utility Water on Wheels (WU-WOW).

Body

WHEREAS, The Madison Water Utility is seeking support to create the WU-WOW, an interactive mobile education center that will bring hands-on water science, conservation, and workforce education directly into neighborhoods, schools, community centers, and public events throughout Madison.

WHEREAS, Developed in partnership with the Madison Children's Museum, the WU-WOW will transform a utility box truck into a traveling learning laboratory featuring interactive exhibits, tap water access, and educational experiences focused on groundwater protection, drinking water quality, conservation, and careers in the water industry.

WHEREAS, By meeting residents where they live, learn, and gather, WU-WOW will help build trust in public drinking water, increase awareness of environmental stewardship, engage historically underserved communities, and inspire the next generation of water professionals.

WHEREAS, This investment will create a long-term community asset capable of reaching thousands of residents annually while advancing public education, environmental sustainability, and workforce development goals across Madison.

WHEREAS The Madison Children's Museum (MCM) is one of the few children's museums nationwide with an on-site fabrication shop. Consulting with the MCM to fabricate the interior exhibit space for the WU-WOW provides access to an award-winning, in-house team specializing in sustainable, durable, and highly interactive designs.

WHEREAS, The MCM has estimated costs of fabrication from the interior buildout of the WU-WOW to be no greater than $31,800, the Madison Water Utility has written a private grant request to the Alliant Energy Foundation for $10,000 to help offset these costs,

NOW THEREFORE BE IT RESOLVED, that the City of Madison is authorized to accept a private grant, if awarded, for up to $10,000 from the Alliant Energy Foundation for fabrication and buildout of the WU-WOW educational outreach vehicle, and

BE IT FURTHER RESOLVED, that, if the private grant is awarded, the City of Madison Water Utility 2026 Capital Budget will be amended to appropriate the grant revenue and expenses for the WU-WOW, up to $10,000, into the Water Utility Vehicle and Equipment major #12339, and

BE IT FINALLY RESOLVED, that the Water Utility General Manager, or their designee, is authorized to sign a private grant agreement with the Alliant Energy Foundation in a format approved by the City Attorney, and any other necessary documents to comply with the grant requirements and to secure the grant funding.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93940

File ID:	93940	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/10/2026
File Name:	WEDC Community Development Investment Grant for MTZ Charitable Organization Inc			**Final Action:**	

Title: Authorizing the acceptance of a grant for $250,000 from the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant program, and authorizing contracts with WEDC and the MTZ Charitable Organization, Inc. for the use of the funds and amending the 2026 Adopted Operating Budget for Economic Development Division-Office of Business Resources' purchased services. (District 14)

Notes:

Sponsors:	Noah L. Lieberman	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Tom Otto, Economic Development Specialist	**Hearing Date:**	
Entered by:	cklawiter@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Economic Development Division	07/10/2026	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/27/26), Common Council (8/4/26)						
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text: A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.						
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 93940

Fiscal Note

The proposed resolution authorizes acceptance of a $250,000 grant from the Wisconsin Economic Development Corporation (WEDC) to fund a portion of the Owner's (MTZ Charitable Organization, Inc.) costs of building renovation, demolition, and new construction located at 2019 Fisher St. The Economic Development Division's 2026 Adopted Operating Budget is amended in the amount of the grant award and the award will be deposited into and disbursed through the City's Other Grants fund.

Title

Authorizing the acceptance of a grant for $250,000 from the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant program, and authorizing contracts with WEDC and the MTZ Charitable Organization, Inc. for the use of the funds and amending the 2026 Adopted Operating Budget for Economic Development Division-Office of Business Resources' purchased services. (District 14)

Body

WHEREAS, City of Madison staff is working with the MTZ Charitable Organization, Inc., the owners (the "Owners") of the site located at 2019 Fisher St, (the "Property") on plans for the reuse of the Property; and,

WHEREAS, one of the barriers to reusing the Property is the need to fund building renovation, demolition, and new construction costs on the site; and,

WHEREAS, the Wisconsin Economic Development Corporation's ("WEDC") Community Development Investment (CDI) Grant program provides funding to Wisconsin municipalities to fund costs needed to facilitate downtown community development, increased job opportunities, increased property values and/or leveraged private investment; and

WHEREAS, WEDC has awarded a CDI Grant in the amount of $250,000 to fund a portion of the Owner's costs of building renovation, demolition, and new construction costs on the Property.

NOW THEREFORE, BE IT RESOLVED, that the City of Madison is authorized to accept a grant for $250,000 from WEDC's Community Development Investment Grant Program ("Grant") to fund a portion of the owner's costs of building renovation, demolition, and new construction costs on the Property and take the following actions related to the Grant:

1. Enter into a contract with WEDC to accept the Grant (the "Grant Contract").
2. Enter into a Memorandum of Understanding with the MTZ Charitable Organization, Inc (the "Owner") describing how the City will transfer the funds to the Owner at the request of WEDC.
3. Enter into a contract with the Owner to establish the terms for how the Grant funds will be transferred to Owner, and assign the obligations in the Grant Contract to Owner.

BE IT FURTHER RESOLVED, that the 2026 Adopted Operating Budget for Economic Development Division-Office of Business Resources' grant revenue and purchased services is authorized to be amended in the amount of the grant funds awarded;

BE IT FINALLY RESOLVED, that the Mayor and Clerk are hereby authorized to execute and record any documents related to this transaction in a form to be approved by the City Attorney.

City of Madison

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Madison, WI 53703
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File Number: 93940

City of Madison

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File Number: 93941

File ID:	93941	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/10/2026
File Name:	Approving a Revised Rate for the 2026 Resource Recovery Special Charge and Amending the 2026 Streets Division Operating Budget			**Final Action:**	

Title: Approving a Revised Rate for the 2026 Resource Recovery Special Charge and Amending the 2026 Streets Division Operating Budget

Notes:

Sponsors:	Satya V. Rhodes-Conway, John P. Guequierre, Sabrina V. Madison, Badri Lankella And Derek Field	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Bryan Johnson	**Hearing Date:**	
Entered by:	bjohnson2@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Streets Division	07/10/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 93941

Fiscal Note

The proposed resolution approves a revised 2026 Resource Recovery Special Charge rate of

$5.40 per month (increasing from the current rate of $3.50 per month), beginning September 1, 2026, and continuing through the remainder of 2026. The additional cost per residential dwelling unit is $7.60 for 2026. The rate adjustment is needed to cover an anticipated funding shortfall of $545,000. This shortfall is caused by the lower values of recyclable materials resulting in lost revenue, increased diesel fuel costs, and personnel costs above the agency's salary savings target. The proposed resolution also authorizes the 2026 Streets Division Operating Budget to be amended, for both revenues and expenses, in the amount of the anticipated shortfall.

Title

Approving a Revised Rate for the 2026 Resource Recovery Special Charge and Amending the 2026 Streets Division Operating Budget

Body

PREAMBLE

On April 19, 2022, Section 4.097 of the Madison General Ordinance was created to establish a Resource Recovery Special Charge (File No. 70344). The ordinance created the Resource Recovery Special Charge in the City based upon the authority granted to the City by Wis. Stat 66.0627, pursuant to Sec. 4.09(13) MGO. This special charge allows the City to recover some of the costs of the Street Division to provide curbside recycling services to certain properties in the City. The special charge will only recover the cost for services actually performed by the City, and the amount imposed may be adjusted throughout the year to account for greater or lesser expenditures. The special charges approved by this resolution are being apportioned consistent with the Resource Recovery Special Charge Policy (Legislative File ID No. 71186).

WHEREAS, on April 19, 2022, the Common Council adopted Ordinance ORD-22-00029, File 70344, creating Section 4.097 of the Madison General Ordinances, which ordinance established the Resource Recovery Special Charge in the City of Madison; and,

WHEREAS, the Resource Recovery Special Charge is administered pursuant to the Recourse Recovery Special Charge Policy (Legislative File ID No. 71186); and,

WHEREAS, the intent of the Resource Recovery Special Charge (RRSC) is to recover the costs to the City for recycling services as part of its recycling program that provides service to mostly residential, and some commercial properties in the City; and,

WHEREAS, the RRSC rate for 2026 had been set at $3.50 per month per dwelling unit for residential properties, and $3.50 per month per dwelling unit equivalent for commercial properties receiving recycling collection; and,

WHEREAS, the annual RRSC cost per dwelling unit and dwelling unit equivalent is $42.00; and,

WHEREAS, the 2026 RRSC rate was determined in 2025 by calculating anticipated costs for Streets Division operations and realizing revenue generated from recyclable materials; and,

WHEREAS, lower values of recyclable materials resulting in lost revenue, increased diesel fuel costs, and an inability to reach anticipated salary savings have changed the expected expenditures for the recycling program for the remainder of 2026; and,

WHEREAS, the previously established RRSC rate for 2026 for residential and commercial service users will not generate adequate funding to pay for recycling services expenditures; and,

WHEREAS, the anticipated shortfall in funding would be $545,000; and,

WHEREAS, in order to prevent the shortfall, the RRSC rate needs to be amended; and,

WHEREAS, each unit residential and commercial unit receiving recycling collecting from the City of Madison Streets Division, and therefore paying the monthly RRSC, will see a rate increase starting on September 1, 2026 and continuing through the remainder of 2026; and,

WHEREAS, the new RRSC rate for each residential dwelling unit will be $5.40 per month (increasing from the current rate of $3.50 per month), and the new rate for dwelling unit equivalents of commercial properties receiving recycling collection will also be $5.40 per month (also increasing from $3.50 per month); and,

WHEREAS, the new annual cost for 2026 per dwelling unit and dwelling unit equivalent following the rate increase will be $49.60 (increasing from $42.00); and,

WHEREAS, the rate adjustment is expected to generate $545,000, which will sufficiently address the anticipated shortfall; and,

WHEREAS, the 2026 Streets Division operating budget will be amended to reflect the corresponding increases in revenues and expenditures; and,

NOW, THEREFORE, BE IT RESOLVED:

1. That the 2026 Resource Recovery Special Charge annual cost shall be amended to $49.60 per dwelling unit (or its equivalent) with a new per month rate of $5.40 per dwelling unit equivalent starting on September 1, 2026, which rate is adopted in accordance with Section 4.097 of the Madison General Ordinances, the Resource Recovery Special Charge Policy, and the 2026 Adopted Operating Budget; and,

2. That this approved monthly Resource Recovery Special Charge rate shall continue until a new schedule is approved by the Common Council; and,

3. That the Streets Division amends the adopted operating budget for 2026 to increase revenues by $545,000 in charges for services and expenses for the following: $250,000 for purchased services, $170,000 for salaries, and $125,000 for lost revenue.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 93980

File ID:	93980	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	2	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/13/2026
File Name:	Authorizing the City to purchase a Taxable General Obligation Promissory note issued by the Community Development Authority of the City of Madison.			**Final Action:**	

Title: SUBSTITUTE: Authorizing the City to issue loans not to exceed $5,691,636.97 to the Community Development Authority related to the Monona Shores Apartments and Revival Ridge Apartments.

Notes: Introduce by title only on 7/21/26

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	2026 CDA promissory note amortization schedule 07132026v3.xlsx, Hyperlink, 93980 v1.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	abannon@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Department	07/13/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
2	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 93980

Fiscal Note

This resolution authorizes a loan from the City of Madison to the Community Development Authority of the City of Madison. Funds will be used to pay off existing

bank loans for Revival Ridge and Monona Shores properties and fund major capital improvements at Revival Ridge. This loan will be executed via a promissory note issued by the CDA, purchased by the City, and held in the City's investment portfolio. The City's investment policy allows for investment grade obligations of state and local governments and public authorities. The promissory note will include security features, such as assignment of mortgage. The loan will be in the amount of $5,691,636.97 with a term of seven years and interest rate of 4.1% resulting in semi-annual principal and interest payments of $471,821.28. The interest rate is based on the City's current portfolio yield plus 0.50%. This rate is approximately 2% less than current bank loan rates. This loan is similar to an approach used several years ago to advance surplus funds from Tax Increment District (TID 25) to Madison Metropolitan School District prior to the closure of that TID.

Title

SUBSTITUTE: Authorizing the City to issue loans not to exceed $5,691,636.97 to the Community Development Authority related to the Monona Shores Apartments and Revival Ridge Apartments.

Body

Editor's Note: The file was introduced By Title Only. The substitute modifies the title as follows: Title: Authorizing the City to ~~purchase a Taxable General Obligation Promissory note issued by~~ issue loans not to exceed $5,691,636.97 to the Community Development Authority of the City of Madison related to the Monona Shores Apartments and Revival Ridge Apartments.

WHEREAS, the Community Development Authority of the City of Madison ("CDA") owns and manages the property located generally at 2 Waunona Woods Court, Madison, Wisconsin, operated as affordable residential housing, and commonly referred to as the "Monona Shores Apartments."

WHEREAS, the Madison Revitalization and Community Development Corporation ("MRCDC") is the sole member of Allied Drive Redevelopment, LLC, which owns the affordable residential housing project generally located at 2313 Allied Drive, Madison, Wisconsin, and commonly referred to as "Revival Ridge Apartments."

WHEREAS, there are existing banks loans for both the Monona Shores Apartments and Revival Ridge Apartments that the respective ownership entities wish to refinance, and the Revival Ridge Apartments currently requires major capital repairs.

NOW THEREFORE, be it resolved that the Common Council of the City of Madison authorizes the City of Madison (the "City") to issue loans to be funded by and held in its investment portfolio, totaling an aggregate of no more than $5,691,636.97 to the CDA for the purposes of paying off existing bank loans for Revival Ridge Apartments and Monona Shores Apartments, and to fund major capital improvements at Revival Ridge Apartments.

BE IT FURTHER RESOVED, that the loan terms shall provide that the CDA may loan or otherwise assign loan proceeds to the owner of the Revival Ridge Apartments, provided that the CDA executes a promissory note with the City and the City receives an assignment of mortgage, or other form of security approved in the discretion of the City.

BE IT FURTHER RESOLVED, that the City anticipates the loans will have a seven-year term,

consistent with the City's Investment Policy contained in APM 1-7, with an interest rate of 4.1%, however, the final loan terms, loan documents, and form of security shall be in a form approved by the City Attorney.

BE IT FINALLY RESOLVED, that the Mayor and City Clerk are authorized to execute and record the various documents required for the loans in a form approved by the City Attorney.

Loan amount	$ 4,457,000.00	$	5,691,936.97
Annual interest rate	4.10%		
Loan term in years	7		
Payments per year	2		
Total payments	14		
Payment	($369,453.75)		

Period	Payment date	Beginning balance	Total payment	Interest
1	10/1/2026	$ 4,457,000.00	$ 369,453.75	($91,368.50)
2	4/1/2027	$ 4,178,914.75	$ 369,453.75	($85,667.75)
3	10/1/2027	$ 3,895,128.76	$ 369,453.75	($79,850.14)
4	4/1/2028	$ 3,605,525.15	$ 369,453.75	($73,913.27)
5	10/1/2028	$ 3,309,984.67	$ 369,453.75	($67,854.69)
6	4/1/2029	$ 3,008,385.61	$ 369,453.75	($61,671.91)
7	10/1/2029	$ 2,700,603.77	$ 369,453.75	($55,362.38)
8	4/1/2030	$ 2,386,512.41	$ 369,453.75	($48,923.50)
9	10/1/2030	$ 2,065,982.16	$ 369,453.75	($42,352.63)
10	4/1/2031	$ 1,738,881.05	$ 369,453.75	($35,647.06)
11	10/1/2031	$ 1,405,074.37	$ 369,453.75	($28,804.02)
12	4/1/2032	$ 1,064,424.65	$ 369,453.75	($21,820.71)
13	10/1/2032	$ 716,791.61	$ 369,453.75	($14,694.23)
14	4/1/2033	$ 362,032.09	$ 369,453.75	($7,421.66)

Principal	Ending balance
($278,085.25)	$ 4,178,914.75
($283,785.99)	$ 3,895,128.76
($289,603.61)	$ 3,605,525.15
($295,540.48)	$ 3,309,984.67
($301,599.06)	$ 3,008,385.61
($307,781.84)	$ 2,700,603.77
($314,091.37)	$ 2,386,512.41
($320,530.24)	$ 2,065,982.16
($327,101.11)	$ 1,738,881.05
($333,806.68)	$ 1,405,074.37
($340,649.72)	$ 1,064,424.65
($347,633.04)	$ 716,791.61
($354,759.52)	$ 362,032.09
($362,032.09)	$ (0.00)

Loan amount	$ 1,234,936.97
Annual interest rate	4.10%
Loan term in years	7
Payments per year	2
Total payments	14
Payment	($102,367.53)

Period	Payment date	Beginning balance	Total payment	Interest
1	10/1/2026	$ 1,234,936.97	$ 102,367.53	($25,316.21)
2	4/1/2027	$ 1,157,885.65	$ 102,367.53	($23,736.66)
3	10/1/2027	$ 1,079,254.77	$ 102,367.53	($22,124.72)
4	4/1/2028	$ 999,011.96	$ 102,367.53	($20,479.75)
5	10/1/2028	$ 917,124.17	$ 102,367.53	($18,801.05)
6	4/1/2029	$ 833,557.69	$ 102,367.53	($17,087.93)
7	10/1/2029	$ 748,278.09	$ 102,367.53	($15,339.70)
8	4/1/2030	$ 661,250.26	$ 102,367.53	($13,555.63)
9	10/1/2030	$ 572,438.36	$ 102,367.53	($11,734.99)
10	4/1/2031	$ 481,805.81	$ 102,367.53	($9,877.02)
11	10/1/2031	$ 389,315.30	$ 102,367.53	($7,980.96)
12	4/1/2032	$ 294,928.73	$ 102,367.53	($6,046.04)
13	10/1/2032	$ 198,607.24	$ 102,367.53	($4,071.45)
14	4/1/2033	$ 100,311.15	$ 102,367.53	($2,056.38)

Principal	Ending balance
($77,051.32)	$ 1,157,885.65
($78,630.88)	$ 1,079,254.77
($80,242.81)	$ 999,011.96
($81,887.79)	$ 917,124.17
($83,566.49)	$ 833,557.69
($85,279.60)	$ 748,278.09
($87,027.83)	$ 661,250.26
($88,811.90)	$ 572,438.36
($90,632.55)	$ 481,805.81
($92,490.51)	$ 389,315.30
($94,386.57)	$ 294,928.73
($96,321.49)	$ 198,607.24
($98,296.08)	$ 100,311.15
($100,311.15)	$ -

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93980

File ID:	93980	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/13/2026
File Name:	Authorizing the City to purchase a Taxable General Obligation Promissory note issued by the Community Development Authority of the City of Madison.			**Final Action:**	

Title: BY TITLE ONLY: Authorizing the City to purchase a Taxable General Obligation Promissory note issued by the Community Development Authority of the City of Madison.

Notes: Introduce by title only on 7/21/26

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	2026 CDA promissory note amortization schedule 07132026v3.xlsx, Hyperlink	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	abannon@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Department	07/13/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					

Text of Legislative File 93980

Fiscal Note

This resolution authorizes a loan from the City of Madison to the Community Development Authority of the City of Madison. Funds will be used to pay off existing bank loans for Revival Ridge and Monona Shores properties and fund major capital improvements at Revival Ridge. This loan will be executed via a promissory note issued by the CDA, purchased by the City, and held in the City's investment portfolio. The City's investment policy allows for investment grade obligations of state and local governments and public authorities. The promissory note will include security features,

such as assignment of mortgage. The loan will be in the amount of $5,691,636.97 with a term of seven years and interest rate of 4.1% resulting in semi-annual principal and interest payments of $471,821.28. The interest rate is based on the City's current portfolio yield plus 0.50%. This rate is approximately 2% less than current bank loan rates. This loan is similar to an approach used several years ago to advance surplus funds from Tax Increment District (TID 25) to Madison Metropolitan School District prior to the closure of that TID.

Title

BY TITLE ONLY: Authorizing the City to purchase a Taxable General Obligation Promissory note issued by the Community Development Authority of the City of Madison.

Body

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93981

File ID:	93981	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/13/2026
File Name:	General Obligation Promissory Notes 2026			**Final Action:**	

Title: Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $173,830,000 General Obligation Promissory Notes, of the City of Madison, Wisconsin, and Directing the Final Approval of the Terms Thereof.

Notes: 2026GenObNotes

Introduced BY TITLE ONLY on 7/21/2026

Sponsors:	Satya V. Rhodes-Conway, Sabrina V. Madison And Carmella Glenn	**Effective Date:**	
Attachments:	93981 Body.pdf, 2026 GO Borrowing Overview -- 7-27-2026.pdf	**Enactment Number:**	
Author:	Matthew Robles	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/13/2026	Referred for Introduction				
	Action Text: This Ordinance was Referred for Introduction **Notes:** Finance Committee (7/27/26), Common Council (8/4/26)						
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text: A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.						
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 93981

Fiscal Note

This resolution authorizes the issuance of up to $173,830,000 in general obligation promissory

notes for new money and refunding purposes and an irrevocable property tax sufficient for the purpose of paying principal and interest on the notes.

New Money
These notes will be used to finance current year projects and programs authorized in the 2026 adopted capital budget. A description of the specific expenditure purposes is included in the resolution. The total amount includes cost of issuance of approximately $390,000.

The notes will be structured with a tax-exempt series of approximately $112 million with 10- and 20-year amortization periods, and an estimated taxable series of approximately $32 million, for projects related to affordable housing and other purposes that do not meet the criteria for tax exemption under federal tax law. Of the $112 million of tax-exempt debt, approximately $85 million will be repaid over a 10-year period and $27 million over a 20-year period. Projects supported with 20-year debt include the new Fire Station 6 and South Madison Public Health Clinic to be included in the Park-Badger CDA housing development, as well as the John Nolen Drive reconstruction project.

As was the case with the 2024 and 2025 debt issuances, the 2026 debt issuance is utilizing a recent change to state law that authorizes municipalities to issue promissory notes with a maturity of up to 20 years. The previous maximum allowable maturity for promissory notes was 10 years; borrowing with a longer maturity was considered to be bonds under prior state law. Issuing the debt as promissory notes allows municipalities to forego the initial resolution and other requirements associated with issuing bonds.

The resolution establishes parameters for maximum amount issued (described above) and a maximum true interest cost (interest rate) of 5.0 percent for tax-exempt debt and 6.0 percent for taxable debt. Under the resolution, the Finance Director is authorized to certify that the qualifying low bid based on the parameters. The Mayor and City Clerk are authorized to approve the sale as certified by the Finance Director. It is expected that the sale will occur around August 25, 2026 with closing and delivery prior to September 30, 2026. The authority granted in the resolution expires on December 31, 2026.

Interest on the $144 million of debt for new money needs is estimated to total $44 million over the repayment period of the notes. Annual principal and interest payments (debt service) on the notes are estimated to be $20 million in 2027 and gradually decline to $14 million by the last year of repayment in 2036 for the 10 year portion of the borrowing. The remaining 10 years on the 20 year notes will have annual debt service payments of approximately $1.7 million. The city repays debt on a level principal basis (equal principal amounts each year). This approach reduces the overall interest cost compared with a level debt service basis (equal principal and interest costs each year).

The final sale is expected to include a reoffering premium, especially for the tax-exempt series. For over a decade, the final purchasers of the city's debt have been willing to pay cash upfront in order to receive higher interest payments from the city in future years. Reoffering premiums reflect purchasers' interest in hedging against a low interest rate investment if interest rates rise in the future. The city has placed parameters on bids in recent years in order to limit the amount of premium received to approximately 5% to 10% of the par value of the debt and avoid associated higher coupon interest rates.

The premium from the amount of tax-exempt debt issued for capital projects in this issuance, net of issuance costs and underwriter's discount, are estimated to be approximately $9.5 million. The premium represents approximately 8.5% of the par value and compares favorably

to the ratio of premium to par values in prior years:

2025 - 9%
2024 - 10%
2023 - 7%
2022 - 9%
2021 - 8%
2020 - 8%
2019 - 5%
2018 - 5%
2017 - 7%
2016 - 5%
2015 - 6%
2014 - 9%
2013 - 7%
2012 - 11%

The estimated net premium received will be used to pay debt service, as required under Wisconsin Statutes. While premium may be received for the taxable debt, investors typically will purchase such debt at a price at or just above par and without the larger amount of purchase premium seen in tax-exempt transactions.

Refunding
Up to approximately $30 million of refunding notes are included in this resolution in the event that market conditions at the time of the competitive sale provide for economic savings from reduced debt service. Certain maturities from three series of debt issued in prior years are being monitored for refunding. At the time of this memo, the refunding opportunity is minimal but will continue to be monitored up to the tentative sale date of August 25th.

Title
Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $173,830,000 General Obligation Promissory Notes, of the City of Madison, Wisconsin, and Directing the Final Approval of the Terms Thereof.
Body
Please see Legistar File No. 93981 Body in Attachments

RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING THE PARAMETERS FOR THE SALE OF NOT TO EXCEED $173,830,000 GENERAL OBLIGATION PROMISSORY NOTES, OF THE CITY OF MADISON, WISCONSIN, AND DIRECTING THE FINAL APPROVAL OF THE TERMS THEREOF

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MADISON, WISCONSIN, as follows:

Section 1. Authority and Purpose. This resolution is adopted pursuant to Section 67.12(12) of the Wisconsin Statutes to authorize the issuance of notes for the improvements or purposes described below, to provide for the current refunding as market conditions permit of the Refunded Notes (as defined herein), and establishes the parameters for the sale of General Obligation Promissory Notes, in an aggregate principal amount not to exceed $173,830,000 (the "Notes") to be issued in one or more series. The Finance Director of the City (the "Finance Director") will determine the final terms of the Notes within the parameters set forth herein pursuant to the authority and direction provided by Section 2.05 hereof.

A portion of the Notes will be issued for the following purposes:

CDA Redevelopment	Monona Terrace
Community Development	Planning & Arts
Economic Development	Parks Division
Engineering & Facilities	Police Department
Finance	Public Health
Fire Department	Storm Water Utility
Fleet Services	Streets Division
Information Technology	Tax Increment District
Library	Traffic Engineering
Mayor	Transportation
Metro Transit Utility	Water Utility

As market conditions permit, a portion of the Notes will be issued to refund all or a portion of the outstanding General Obligation Corporate Purpose Bonds, Series 2015-C, General Obligation Promissory Notes, Series 2018-A, and General Obligation Promissory Notes, Series 2019-A (the "Refunded Obligations"), of the City of Madison, Wisconsin (the "City").

A portion of the proceeds from the Notes will also be used for costs of issuance related to the Notes.

The foregoing improvements or purposes are hereby authorized to be made or undertaken by the City. For the purpose of paying principal of and interest on the Notes, there is hereby levied on all the taxable property in the City a direct, annual, irrepealable tax sufficient for that purpose.

Section 2. Authorization, Terms of Notes, Sale and Direction to Determine Final Terms.

Section 2.01. To meet part of the estimated cost of the improvements or purposes described in Section 1 of this resolution, there is hereby appropriated the aggregate sum of not to exceed $173,830,000. For the purpose of financing said appropriation, the Notes shall be issued in one or more series and sold in an aggregate principal amount of not to exceed $173,830,000.

Section 2.02. *Original Issue Date and Designation*. The Notes shall be issued in one or more series, as further designated in the Approving Certificate (as defined herein), shall be dated their date of issuance, and shall be issuable in the denominations of $5,000 or any integral multiple thereof. The Notes or each respective series thereof, shall be numbered consecutively from 1 upwards in order of their issuance and may bear such other identifying numbers or letters as may be useful to facilitate the registration, transfer and exchange thereof. Each Note shall be dated as of the interest payment date next preceding the date of issuance thereof, except that (a) if such date of issuance shall be prior to the first interest payment date, said Note shall be dated as of the date of delivery, (b) if such date of issuance shall be an interest payment date, said Note shall be dated as of such interest payment date, or (c) if interest due on said Note shall not have been paid in full, then notwithstanding any of the foregoing provisions, said Note shall be dated as of the date to which interest has been paid in full on said Note.

Section 2.03. *General Terms of the Notes, Payment Dates and Establishment of Parameters.*

(a) The Notes shall bear interest at the rate or rates determined by the Finance Director pursuant to Section 2.05 below, provided that the true interest cost of any tax-exempt Notes (including any refunding Notes), respectively, shall not exceed 5.00%, and the true interest cost of any taxable Notes, respectively, shall not exceed 6.00%. Interest on the Notes shall be payable semi-annually on April 1 and October 1 of each year, commencing on April 1, 2027. Interest shall be computed upon the basis of a 360-day year or twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

The principal of and premium, if any, on the Notes shall be payable in lawful money of the United States of America at the principal corporate trust office of the bank, trust company or national banking association designated in Section 7 of this resolution. Interest on the Notes shall be payable in lawful money of the United States of America on each interest payment date to the registered owners of record thereof appearing on the registration books maintained by the City for such purpose at the principal corporate trust office of the note registrar, as of the close of business on the fifteenth day of the calendar month next preceding the applicable interest payment date. Interest on the Notes shall be paid by check or draft mailed to such registered owners at their addresses appearing on the registration books.

(b) The Notes shall be issued in the aggregate principal amounts and mature on October 1 in the years and in the amounts, respectively, as determined by the Finance Director pursuant to Section 2.05 below, provided that the Notes shall mature no later than October 1, 2046, and provided further that, subject to Section 2.01, the aggregate principal amount of the Notes shall not exceed $173,830,000.

(c) The costs of issuance for the Notes (not including any underwriter's spread) will be paid for with a portion of the Note proceeds, provided the sale of the Notes only occurs if these aggregate costs of issuance for the Notes paid with proceeds of the Notes does not exceed $390,000.

(d) Notes issued for the purpose of the current refunding of any of the Refunded Obligations will be issued at the determination of the Finance Director and can only be issued if there are debt service savings resulting from such refunding.

(e) The Notes may be subject to redemption prior to maturity as further described in the Approving Certificate.

Notice of the redemption of Notes shall be mailed by the note registrar not less than 30 days nor more than 60 days prior to the date fixed for such redemption to the registered owners of Notes to be redeemed at their last addresses appearing on said registration books. The Notes or portions thereof specified in said notice shall become due and payable at the applicable redemption price on the redemption date therein designated, and, if, on the redemption date, moneys for payment of the redemption price of all the Notes or portions thereof to be redeemed, together with interest to the redemption date, shall be available for such payment on said date, then from and after the redemption date interest on such Notes or portions thereof shall cease to accrue and shall become payable. If there shall be drawn for redemption less than all of a Note, the City shall execute and the note registrar shall authenticate and deliver, upon the surrender of such Note, without charge to the owner thereof, for the unredeemed balance of the Note so surrendered, Notes of like maturity and of the denomination of $5,000 or any integral multiple thereof.

(f) The Notes may be initially issued in temporary form and shall be exchanged for definitive printed Notes as soon as possible. The temporary Notes shall be executed as provided herein and shall be in substantially the form set forth in Section 5 hereof.

Section 2.04. *Offering and Sale of the Notes.* The City has retained Baker Tilly Municipal Advisors, LLC ("Baker Tilly"), as its independent municipal advisor. The Notes shall be offered by way of competitive public sale(s) on the date(s) and time(s) approved by the Finance Director in consultation with Baker Tilly. In connection with said sale, the officers and employees of the City are hereby authorized to cooperate with Baker Tilly and participate in the preparation of an official statement for the Notes. Baker Tilly is authorized and directed to receive bids for the purchase of the Notes, respectively, on behalf of the City.

Section 2.05. *Direction to Determine Final Terms of Notes Pursuant to this Resolution.* Subject to the satisfaction of the requirements, conditions and parameters set forth in this resolution, the Mayor and City Clerk are hereby authorized, empowered and directed to execute, issue and sell the Notes, in one or more series, to the to be determined purchaser(s) thereof, for, on behalf of and in the name of the City. The issuance and sale of the Notes to the purchasers (including any Notes issued for the current refunding of the Refunded Obligations), respectively, is conditioned upon the determination by the Finance Director of the date or dates of the Notes, definitive principal amount(s), maturity years, maturity principal amounts, underwriter's discount, interest rates, whether a series of Notes is issued as tax-exempt or taxable, whether the Notes issued

for the current refunding of the Refunded Obligations results in debt service savings, optional and mandatory redemption provisions, if any, the purchase price for the Notes, respectively, the costs of issuance to be paid for with proceeds of the Notes, and any other necessary provisions that are not in conflict with this resolution. The determination of the Finance Director pursuant to the parameters set forth in this resolution shall be evidenced by a certificate signed by said officers setting forth those definitive terms in substantially the form attached hereto as Exhibit A (the "Approving Certificate"), with such further additions or changes as the Finance Director may determine shall be necessary.

The officers, attorneys, and other agents or employees of the City are hereby authorized to do all acts required of them to carry out the purposes of this resolution as shall be necessary, advisable, desirable, or appropriate in connection with this resolution and the issuance, sale, and delivery of the Notes, including, without limitation and whenever applicable, the execution and delivery thereof and of all other related documents, instruments, certificates, and opinions.

Section 3. Execution and Authentication of Notes. The Notes shall be executed in the name of the City by the manual or facsimile signatures of its Mayor and City Clerk and the corporate seal of the City, or a facsimile thereof, shall be thereunto affixed, impressed or otherwise reproduced thereon.

In case any officer whose signature, or a facsimile of whose signature, shall appear on any Notes shall cease to hold such office before the issuance of the Notes, such Notes shall nevertheless be valid and sufficient for all purposes, the same as if the person whose signature, or a facsimile thereof, appears on such Notes had not ceased to hold such office. Any Note may be signed, sealed or attested on behalf of the City by any person who, on the date of such act, shall hold the proper office, notwithstanding that at the date of such Note such person may not have held such office. No recourse shall be had for the payment of any Notes against any officer who executes the Notes.

The Notes shall bear thereon a certificate of authentication executed manually by the Note registrar. No Note shall be entitled to any right or benefit under this resolution or shall be valid or obligatory for any purpose until such certificate of authentication shall have been duly executed by the note registrar.

Section 4. General Obligations. The full faith and credit of the City is hereby irrevocably pledged to the punctual payment of the principal of and interest on the Notes. The Notes shall be direct and general obligations of the City, and the City shall be obligated to levy ad valorem taxes upon all the taxable property in the City for the payment of the Notes and the interest thereon, without limitation as to rate or amount.

Section 5. Form of Notes. The Notes shall be issued as fully registered Notes and shall be in substantially the following form, respectively, with such changes as may be approved by the Finance Director, the blanks to be appropriately completed when the Notes are printed:

(Form of Notes)

UNITED STATES OF AMERICA

STATE OF WISCONSIN

COUNTY OF DANE

CITY OF MADISON

[TAXABLE] GENERAL OBLIGATION [REFUNDING] PROMISSORY NOTE, SERIES [2026-__]

REGISTERED
NO. _____

REGISTERED
$_____

DATED DATE	INTEREST RATE	MATURITY DATE	CUSIP
_____, 2026	_____%	October __, 20__	

REGISTERED OWNER:

PRINCIPAL AMOUNT:

The CITY OF MADISON (the "City"), a municipal corporation of the State of Wisconsin situate in the County of Dane, acknowledges itself indebted and for value received hereby promises to pay to the registered owner identified above, or registered assigns, the principal amount specified above on the maturity date specified above, unless this note shall be redeemable and shall have previously been called for redemption and payment of the redemption price made or provided for, and to pay interest on such principal amount from the dated date hereof at the interest rate per annum specified above, payable in lawful money of the United States of America on April 1, 2027, and semiannually thereafter on the first days of October and April and in each year until the principal amount shall have been paid, by check or draft mailed to the registered owner of record hereof as of the fifteenth day of the calendar month next preceding such interest payment date, at the address of such owner appearing on the registration books maintained by the City for such purpose at the principal corporate trust office of U.S. Bank Trust Company, National Association, in Milwaukee, Wisconsin, as fiscal agent pursuant to Section 67.10(2), Wisconsin Statutes, and as note registrar or its successor (the "Note Registrar"). This note, as to principal and premium, if any, when due, will be payable in lawful money of the United States of America upon presentation and surrender of this note at the principal corporate trust office of the Note Registrar. The full faith and credit of the City are irrevocably pledged for the punctual payment of the principal of and interest on this note according to its terms.

This note is part of a series of notes issued in the aggregate principal amount of $[_____], which are all of like tenor except as to date, maturity, rate of interest and option of redemption. The notes are being issued for the following purposes:

Purpose	**Amount**
CDA Redevelopment Community Development	$

Economic Development	
Engineering & Facilities	
Finance	
Fire Department	
Fleet Services	
Information Technology	
Library	
Mayor	
Metro Transit Utility	
Monona Terrace	
Planning & Arts	
Parks Division	
Police Department	
Public Health	
Refunding	
Storm Water Utility	
Streets Division	
Tax Increment District	
Traffic Engineering	
Transportation	
Water Utility	
Subtotal	$
Costs of Issuance	$
Deposit to Debt Service Fund	$
Additional Deposit to Project Fund	$
Underwriter's Compensation	$
Total Uses of Funds	$

The notes are authorized and issued under and pursuant to Section 67.12(12) of the Wisconsin Statutes and under and in accordance with a resolution adopted by the Common Council of the City on August 4, 2026, and entitled: "Resolution Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $173,830,000 General Obligation Promissory Notes, of the City of Madison, Wisconsin, and Directing the Final Approval of the Terms Thereof."

The notes maturing on or after October 1, 20__, are subject to redemption prior to maturity as a whole or in part at the option of the City upon notice as herein provided, [in any order of maturity at the discretion of the City and by lot within a single maturity], on October 1, 20___, and on any date thereafter, at a redemption price equal to 100% of the principal amount thereof to be redeemed plus accrued interest to the redemption date and without premium.

[The notes maturing on October 1, 20__ and October 1, 20__ (the "Term Notes") are subject to mandatory sinking fund redemption prior to maturity by lot at a redemption price equal to one hundred percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from mandatory sinking fund payments which are required to be made in amounts sufficient to redeem on October 1 of each year the respective amount of Term Notes specified below:

Term Note maturing on October 1, 20[__]

Mandatory Redemption Date	Principal Amount
October 1, 20__	$
October 1, 20__*	

Term Note maturing on October 1, 20[__]

Mandatory Redemption Date	Principal Amount
October 1, 20__	$
October 1, 20__	
October 1, 20__*	

*Maturity

The principal amount of the Term Notes required to be redeemed on the mandatory redemption date may be reduced through the earlier optional redemption thereof, with any partial optional redemption of notes of such maturity credited against the future mandatory redemption requirement for such notes. In addition, on or prior to the 60th day preceding the mandatory redemption date, the Note Registrar may, and if directed by the City, shall, purchase Term Notes in an amount not exceeding the amount of the notes required to be redeemed on such date and at a price not exceeding the principal amount thereof plus accrued interest. Any Term Notes so purchased shall be canceled and the redemption thereof shall be credited against the principal amount of such Term Notes required to be redeemed on the mandatory redemption date.]

Notice of the redemption of notes shall be mailed by the Note Registrar not less than 30 days nor more than 60 days prior to the date fixed for such redemption to the registered owners of notes to be redeemed at their last addresses appearing on such registration books. The notes or portions thereof specified in said notice shall become due and payable at the applicable redemption

price on the redemption date therein designated, and if, on the redemption date, moneys for payment of the redemption price of all the notes or portions thereof to be redeemed, together with interest to the redemption date, shall be available for such payment on said date, then from and after the redemption date interest on such notes or portions thereof shall cease to accrue and shall become payable.

This note is transferable only upon such registration books by the registered owner hereof in person, or by his attorney duly authorized in writing, upon surrender hereof at the principal corporate trust office of the Note Registrar together with a written instrument of transfer satisfactory to the Note Registrar duly executed by the registered owner or by his duly authorized attorney, and thereupon a new registered note or notes, in the authorized denominations of $5,000 or any integral multiple thereof and of the same aggregate principal amount, maturity and interest rate as this note shall be issued to the transferee in exchange therefor. In like manner, this note may be exchanged for an equal aggregate principal amount of notes of the same maturity and interest rate and of any of such authorized denominations. The City or the Note Registrar may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange of this note. No other charge shall be made for the privilege of making such transfer or exchange. The City and the Note Registrar may treat and consider the person in whose name this note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal, premium, if any, and the interest due hereon and for all other purposes whatsoever.

This note shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been duly executed by the Note Registrar.

It is hereby certified, recited and declared that all acts, conditions and things required to be done, exist and be performed precedent to and in the issuance of this note in order to make it a legal, valid and binding obligation of the City have been done, exist and have been performed in regular and due time, form and manner as required by law, that a direct, annual, irrepealable tax has been levied by the City sufficient to pay the interest when it falls due and also to pay and discharge the principal at maturity, and that the series of notes of which this note is one, together with all other indebtedness of the City, is within every debt or other limit prescribed by law.

IN WITNESS WHEREOF, the CITY OF MADISON has caused this note to be executed in its name and on its behalf by the manual or facsimile signatures of its Mayor and its City Clerk, and its corporate seal, or a facsimile thereof, to be hereunto affixed or otherwise reproduced hereon.

CITY OF MADISON

_____
Mayor

(SEAL)

_____
City Clerk

CERTIFICATE OF AUTHENTICATION

Date of Authentication:

This note is one of the [Taxable] General Obligation [Refunding] Promissory Notes, Series [2026-__], described in the within-mentioned resolution.

U.S. BANK TRUST COMPANY, NATIONAL ASSOCIATION, as Note Registrar

By _____
Authorized Officer

ASSIGNMENT

For value received the undersigned sells, assigns and transfers unto _____ the within note and hereby irrevocably constitutes and appoints _____ attorney to transfer the said note on the books kept for registration thereof, with full power of substitution in the premises.

Dated _____

_____

_____
Signature Guarantee

[End of Form of Notes]

Section 6. Transfer, Exchange and Registry. The Notes shall be negotiable, subject to the provisions for registration of transfer contained herein. Each Note shall be transferable only upon the registration books maintained by the City for that purpose at the principal corporate trust office of the note registrar, by the registered owner thereof in person or by the owner's attorney duly authorized in writing, upon surrender thereof together with a written instrument of transfer satisfactory to the note registrar and duly executed by the registered owner or the owner's duly authorized attorney. Upon the surrender for transfer of any such Note, the City shall execute and the note registrar shall authenticate and deliver a new Note or Notes registered in the name of the transferee, of the same aggregate principal amount, maturity and interest rate as the surrendered Note. Notes, upon surrender thereof at the principal corporate trust office of the note registrar, with a written instrument satisfactory to the note registrar, duly executed by the registered owner or the owner's attorney duly authorized in writing, may be exchanged for an equal aggregate principal amount of Notes of the same maturity and interest rate and of the denominations of $5,000 or any integral multiple thereof.

For every such exchange or registration of transfer of Notes, the City or the note registrar may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer. No other charge shall be made for the privilege of making such transfer or exchange.

The note registrar shall not be required to transfer or exchange any Note after notice of the redemption of all or a portion thereof has been mailed. The note registrar shall not be required to transfer or exchange any Note during a period of 15 days next preceding the mailing of a notice of redemption that could designate for redemption all or a portion of such Note.

The City and the note registrar may deem and treat the person in whose name any Note shall be registered upon the registration books as the absolute owner of such Note, whether such Note shall be overdue or not, for the purpose of receiving payment of, or on account of, the principal of, premium, if any, or interest thereon and for all other purposes whatsoever, and all such payments so made to any such registered owner or upon the owner's order shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sums or sums so paid, and neither the City nor the note registrar shall be affected by any notice to the contrary.

In order to provide for the initial issuance of the Notes in a form that provides for a system of book-entry only transfers, the ownership of one fully registered Note for each maturity in the aggregate principal amount of such maturity shall be registered in the name of Cede & Co., as a nominee of The Depository Trust Company, New York, New York ("DTC"). In the event that the City determines that the system of book-entry only transfers through DTC (or a successor securities depository) is not in the best interests of the Beneficial Owners (as hereinafter defined) of the Notes or is burdensome to the City, the City may notify DTC, whereupon DTC will notify the DTC Participants (as hereinafter defined) of the availability through DTC of Note certificates. In such event, the City shall issue and the note registrar shall authenticate, transfer and exchange Note certificates as requested by DTC of like principal amount, series and maturity, in denominations of $5,000 or any integral multiple thereof to the identifiable Beneficial Owners, in replacement of such Beneficial Owners' beneficial interests in the Notes. For the purposes of this paragraph, the term "Beneficial Owners" shall mean (a) those persons for whom DTC was created to hold their securities ("DTC Participants"), and (b) the persons for whom the DTC Participants acquire interests in the Notes as nominees.

Section 7. Note Registrar. The City will enter into a contract with and designate U.S. Bank Trust Company, National Association, Milwaukee, Wisconsin, to serve as fiscal agent pursuant to Section 67.10(2), Wisconsin Statutes, and as note registrar. The City covenants that it shall at all times retain a bank, trust company or national banking association to act as note registrar with respect to the Notes, that it will maintain at the designated office of such note registrar a place where Notes may be presented for payment and registration of transfer or exchange and that it shall require that the note registrar maintain proper registration books and perform the other duties and obligations imposed upon it by this resolution in a manner consistent with the standards, customs and practices of the municipal securities business.

The note registrar shall signify its acceptance of the duties and obligations imposed upon it by this resolution by executing the certificate of authentication on any Note, and, by such execution, the note registrar shall be deemed to have certified to the City that it has all requisite power to accept, and has accepted, such duties and obligations not only with respect to the Note so authenticated but with respect to the Notes. The note registrar is the agent of the City and shall not be liable in connection with the performance of its duties except for its own negligence or default. The note registrar shall, however, be responsible for any representation in its certificate of authentication on the Notes.

The City may remove the note registrar at any time. In case at any time the note registrar shall resign or shall be removed or shall become incapable of acting, or shall be adjudged a bankrupt or insolvent, or if a receiver, liquidator or conservator of the note registrar, or of its property, shall be appointed, or if any public officer shall take charge or control of the note registrar

or of its property or affairs, the City covenants and agrees that it will thereupon appoint a successor note registrar. The City shall mail notice of such appointment made by it to each registered owner of Notes within 20 days after such appointment.

Section 8. Borrowed Money Funds. The principal proceeds from the sale of each series of Notes to finance the estimated cost of the improvements or purposes described in Section 1 of this resolution shall be paid into the City treasury and entered in a fund separate and distinct from all other funds, with each fund to be designated as determined in the Approving Certificate. Money in each fund shall be used solely for the purposes for which the applicable series of Notes were issued, including repayment of any temporary loan or reimbursement of any temporary advance made in anticipation of the issuance of said Notes, respectively.

Section 9. Refunding Notes. The principal proceeds from the sale of each series of Notes issued to refund the Refunded Obligations shall be paid into the City treasury and entered in a fund separate and distinct from all other funds, with each fund to be designated as determined in the Approving Certificate. Money in each fund shall be used solely for the purposes for which the applicable series of Notes were issued.

Section 10. Tax Levy. For the purpose of paying the principal amounts of the Notes as the same shall mature, and to pay the interest thereon as the same shall come due, there is hereby levied, for each year in which any of the Notes shall be outstanding, direct, annual, irrepealable taxes in amounts fully sufficient to pay such principal and interest, and the specific amounts levied for each year shall be set forth in the Approving Certificate.

Interest or principal coming due at any time when there shall be insufficient funds on hand to pay the same shall be paid promptly when due from current funds on hand in advance of the collection of the taxes herein levied; and when said taxes shall have been collected, reimbursement shall be made to the said funds in the amounts thus advanced.

Section 11. Extension of Taxes. The amounts of taxes levied pursuant to Section 9 hereof, as further detailed in the Approving Certificate, shall be carried onto the tax roll by the City from year to year and collected as other taxes are collected; and such amounts may be reduced in any year only by any amount of surplus money in the Debt Service Fund created pursuant to Section 67.11, Wisconsin Statutes.

Section 12. Debt Service Funds. There is hereby created for each series of Notes a debt service fund (the "Debt Service Fund") to be further designated as set forth in the Approving Certificate, to be established and maintained in accordance with generally accepted accounting principles. Into the respective Debt Service Fund, there shall be deposited the following: (a) all premium and accrued interest from the sale of the applicable series of Notes; (b) all money raised by taxation pursuant to Section 9 hereof allocable to said Notes; (c) any surplus in the Borrowed Money Fund created in Section 8 hereof for said Notes; and (d) such additional amounts as may at any time be necessary to pay the principal of and interest on said Notes as the same shall become due.

Section 13. Application and Investment of Note Proceeds. Following the sale of the Notes, the Mayor and City Clerk are hereby authorized and directed to cause the Notes to be

printed, and to execute and deliver the Notes to the purchasers thereof upon payment therefor; and the principal proceeds from the sale of the Notes shall be used only for the purposes and in the manner required by law and by this resolution. The proceeds may be invested in the manner permitted by law, subject to the restrictions contained in the next succeeding section.

Section 14. Tax Covenants.

(a) The City shall not take, nor omit to take, any action that is lawful and within its power to take, which action or omission would cause interest on any tax-exempt Notes to become subject to federal income taxes in addition to federal income taxes to which interest on such tax-exempt Notes is subject on the date of issuance thereof.

(b) The City shall not permit any of the proceeds of the tax-exempt Notes, or any facilities financed with such proceeds, to be used in any manner that would cause any of the tax-exempt Notes to constitute a "private activity bond" within the meaning of Section 141 of the Internal Revenue Code of 1986 (the "Code").

(c) The City shall not permit any of the proceeds of the tax-exempt Notes or other moneys to be invested in any manner that would cause any tax-exempt Note to constitute an "arbitrage bond" within the meaning of Section 148 of the Code.

(d) The City shall comply with the provisions of Section 148(f) of the Code relating to the payment of certain investment earnings at periodic intervals to the United States of America; provided, however, that such payment shall not be required to the extent the City receives an opinion of nationally recognized bond counsel (which opinion may be given in reliance upon a ruling or rulings of the Internal Revenue Service) to the effect that such payment is not necessary to preserve the exemption from federal income taxes of interest on the tax-exempt Notes.

Section 15. Continuing Disclosure. In connection with the sale of the Notes, the Finance Director or the Finance Director's designee (an "Authorized Officer") is hereby authorized to execute and deliver a Continuing Disclosure Undertaking (the "Continuing Disclosure Undertaking") evidencing the City's agreement to comply with the requirements of Section (b)(5) of Rule 15c2-12, adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934. Upon its execution and delivery on behalf of the City as herein provided, the Continuing Disclosure Undertaking will be binding on the City, and the officers, employees and agents of the City are hereby authorized to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking as executed. Any Authorized Officer is hereby further authorized to amend the Continuing Disclosure Undertaking in accordance with its respective terms from time to time following its execution and delivery as said officer shall deem necessary. In addition, an Authorized Officer is authorized to make or cause to be made all future filings with the Municipal Securities Rulemaking Board with respect to any debt obligations, all in accordance with the provisions of Securities and Exchange Commission Rule 15c2-12(b)(5) promulgated under the Securities Exchange Act of 1934. Notwithstanding any other provision of this resolution, the sole remedies for any failure by the City to comply with the Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any applicable Note to seek mandamus or specific

performance by court order to cause the City to comply with its obligations under the Continuing Disclosure Undertaking.

Section 16. Defeasance and Payment of Notes.

(a) If the City shall pay or cause to be paid to the registered owners of a series of Notes the principal, premium, if any, and interest due or to become due thereon, at the times and in the manner stipulated therein and in this resolution, then the pledge of taxes, securities and funds hereby pledged and the covenants, agreements and other obligations of the City to the registered owners and the beneficial owners of such Notes shall be discharged and satisfied.

(b) Any series of Notes, whether at or prior to the maturity or the redemption date of such Notes, shall be deemed to have been paid within the meaning of this Section if (i) in case any such Notes are to be redeemed prior to the maturity thereof, there shall have been taken all action necessary to call such Notes for redemption and notice of such redemption shall have been duly given or provision shall have been made for the giving of such notice, and (ii) there shall have been deposited in trust with a bank, trust company or national banking association acting as fiduciary for such purpose either (A) moneys in an amount which shall be sufficient, or (B) "Federal Obligations" as defined in paragraph (c) of this Section, the principal of and the interest on which when due will provide moneys which, together with any moneys on deposit with such fiduciary at the same time for such purpose, shall be sufficient to pay when due the principal of, redemption premium, if any, and interest due and to become due on said Notes on and prior to the applicable redemption date or maturity date thereof.

(c) As used in this Section, the term "Federal Obligations" means (i) noncallable, direct obligations of the United States of America, (ii) noncallable and nonprepayable, direct obligations of any agency of the United States of America, which are unconditionally guaranteed by the United States of America as to full and timely payment of principal and interest, (iii) noncallable, nonprepayable coupons or interest installments from the securities described in clause (i) or clause (ii) of this paragraph, which are stripped pursuant to programs of the Department of the Treasury of the United States of America, or (iv) coupons or interest installments stripped from bonds of the Resolution Funding Corporation.

Section 17. Resolution To Constitute a Contract. The provisions of this resolution and the executed Approving Certificate shall constitute a contract between the City and the owner or owners of the Notes. Any pledge made in this resolution and the provisions, covenants and agreements herein set forth to be performed by or on behalf of the City shall be for the equal benefit, protection and security of the owners of any and all of the Notes of a series. All of the Notes of a series, regardless of the time or times of their issuance, shall be of equal rank without preference, priority or distinction of any of the Notes over any other thereof except as expressly provided in or pursuant to this resolution. This resolution shall constitute full authority for the issuance of the Notes in accordance with the parameters set forth herein, and to the extent that the provisions of this resolution conflict with the provisions of any other resolution of the City, the provisions of this resolution, as amended, shall control. If any section, paragraph or provision of

this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

Section 18. Notice. The City Clerk is authorized to publish a notice of the issuance of the Notes as a class 1 notice pursuant to Section 893.77, Wisconsin Statutes.

Section 19. Expiration of Authority. If the Finance Director has not determined the final terms of the Notes pursuant to Section 2 hereof and the sale of the Notes to the purchasers, respectively, has not occurred in accordance with the terms of this resolution by December 31, 2026, then the authority granted in this resolution shall expire and be of no further force and effect.

Section 20. Effective Date. This resolution shall become effective immediately upon its passage, the public welfare requiring it.

Adopted this 4th day of August, 2026, by roll call vote as follows:

Ayes:

Nays:

Approved:

_____
Mayor

(SEAL)

Attest:

_____
City Clerk

EXHIBIT A

FORM OF APPROVING CERTIFICATE

CERTIFICATE APPROVING DETAILS OF $_____ [TAXABLE] GENERAL OBLIGATION [REFUNDING] PROMISSORY NOTES, SERIES 2026-[__] [*ADD APPLICABLE CAPTION FOR EACH SERIES*]

I, David P. Schmiedicke, the Finance Director of the City of Madison, Wisconsin (the "City") hereby certifies that:

1. Resolution. On August 4, 2026, the Common Council of the City adopted Resolution No. _____ (the "Resolution") authorizing the issuance and establishing parameters for the sale of General Obligation Promissory Notes, to be issued in one or more series, in an aggregate principal amount not to exceed $_____ (the "Notes") and directing the Finance Director to determine the details for the Notes within such parameters. Capitalized terms used herein which are not defined shall have the meanings given in the Resolution.

2. Certain Terms of the [Taxable][Refunding] Series 2026-[__] Notes [*Add section for each series of Notes*]. The [Taxable] Series 2026-[___] shall be designated as "[Taxable] General Obligation [Refunding] Promissory Notes, Series 2026-[__]" (the "[Taxable][Refunding] Series 2026-[__] Notes"). In compliance with the parameters set forth in the Resolution, the [Taxable] Series 2026-[__] Notes shall be dated _____, 2026, shall be issued in the aggregate principal amount of $_____, and shall mature on October 1 in the years 20__ through 20__ (which is not later than October 1, 20[__], as required by the Resolution), in the principal amounts, and shall bear interest at the rates per annum, set forth below:

Year	Principal Amount	Interest Rate
	$	%

The true interest rate on the [Taxable][Refunding] Series 2026-[__] Notes (computed taking the purchaser's compensation into account) is _____% (which is not in excess of _____%, as required by the Resolution). The debt service schedule on the [Taxable][Refunding] Series 2026-[__] Notes is attached hereto as Exhibit A-1.

3. Purchase Price of the Notes. The Series 2026-[__] Notes were sold to _____ (the "2026-__ Purchaser") in accordance with the Terms of Offering and Bid Form prepared by

Baker Tilly Municipal Advisors, LLC ("Baker Tilly"), as the City's independent municipal advisor and in accordance with the Resolution at a price of $_____ [and accrued interest to the date of delivery]. The [Taxable] Series 2026-[__] Notes were sold to _____ (the "2026-___ Purchaser") in accordance with the Terms of Offering and Bid Form prepared by Baker Tilly and in accordance with the Resolution at a price of $_____ [and accrued interest to the date of delivery]. The [Refunding] Series 2026-[__] Notes were sold to _____ (the "2026-___ Purchaser") in accordance with the Terms of Offering and Bid Form prepared by Baker Tilly and in accordance with the Resolution at a price of $_____ [and accrued interest to the date of delivery].

4. Costs of Issuance. The aggregate costs of issuance for the Notes (not including any underwriter's spread) to be paid with proceeds of the Notes does not exceed $_____.

5. Optional Redemption Provisions of the Notes. At the option of the City, the Notes maturing on October 1, 20__ and thereafter shall be subject to redemption prior to maturity on October 1, 20__ or on any date thereafter, in whole or in part, and if in part, at the option of the City and in such manner as the City shall determine.

[Partial redemption provisions to be determined.]

6. [Mandatory Redemption.]

7. Tax Levy. For the purpose of paying the principal amounts of the Notes as the same shall mature, and to pay the interest thereon as the same shall come due, there is hereby levied, for each year in which any of the Notes shall be outstanding, direct, annual, irrepealable taxes in amounts fully sufficient to pay such principal and interest, and the specific amounts levied for each year as follows:

Year of Levy	Amount of Principal and Interest ($)

Interest or principal coming due at any time when there shall be insufficient funds on hand to pay the same shall be paid promptly when due from current funds on hand in advance of the

collection of the taxes herein levied; and when said taxes shall have been collected, reimbursement shall be made to the said funds in the amounts thus advanced.

8. Designation of Borrowed Money Fund. The borrowed money fund for the [Taxable][Refunding] Series 2026-[__] Notes is hereby designated as "[Taxable] General Obligation [Refunding] Promissory Notes, Series 2026-[__], Borrowed Money Fund." [*repeat for each series*]

9. Designation of Debt Service Fund. The debt service fund for the [Taxable] Series 2026-[__] Notes is hereby designated as "[Taxable] General Obligation [Refunding] Promissory Notes, Series 2026-[__], Debt Service Fund" [*repeat for each series*].

10. Approval. This Certificate constitutes the City's approval of the date of issuance and the definitive principal amount, maturity years, maturity principal amounts, underwriter's discount, interest rates, optional [and mandatory] redemption provisions, purchase price for the Notes, and the costs of issuance to be paid for with proceeds of the Notes, in satisfaction of the conditions and parameters set forth in the Resolution.

IN WITNESS WHEREOF, I have executed this Certificate on [Sale Date], 2026 pursuant to the authority delegated to me in the Resolution.

_____

Finance Director

[Signature page to Approving Certificate]

EXHIBIT A-1

[TAXABLE][REFUNDING] SERIES 2026-[__] DEBT SERVICE SCHEDULE

CERTIFICATE

I, Lydia McComas, hereby certify that I am the qualified and acting City Clerk of the City of Madison, Wisconsin (the "City"), and that I am the legal custodian of the papers and records of the City, and as such officer I further certify that I have compared the attached resolution with the original minutes of the meeting of the Common Council of the City held on August 4, 2026, at which meeting a quorum was present and acting throughout, and that such resolution is a complete and correct copy of a resolution duly adopted at said meeting and authorizing the issuance and sale of not to exceed $[_____] of the City's General Obligation Promissory Notes, to be issued in one or more series, in accordance with the conditions and parameters set forth therein.

I further certify that said resolution was approved by Mayor Satya Rhodes-Conway on August ___, 2026, and that I recorded said resolution in the records kept in my office.

I further certify that notice to the public and to the official City newspaper and to those news media that have filed a written request for such notice, of the time, place and subject matter of the Common Council meeting of August 4, 2026, was given by the Mayor or the Mayor's designee pursuant to Subchapter V of Chapter 19, Wisconsin Statutes, by posting a written notice thereof at a public bulletin board in the City Hall, and by such other means as was reasonably likely to apprise the members of the public and the news media thereof, all such notices having been given not less than 24 hours prior to the commencement of said meeting.

WITNESS my official signature and the corporate seal of the City this ___ day of August, 2026.

_____
City Clerk

(SEAL)

2026 GO Borrowing

Overview
Parameters Resolution

Finance Committee
July 27, 2026

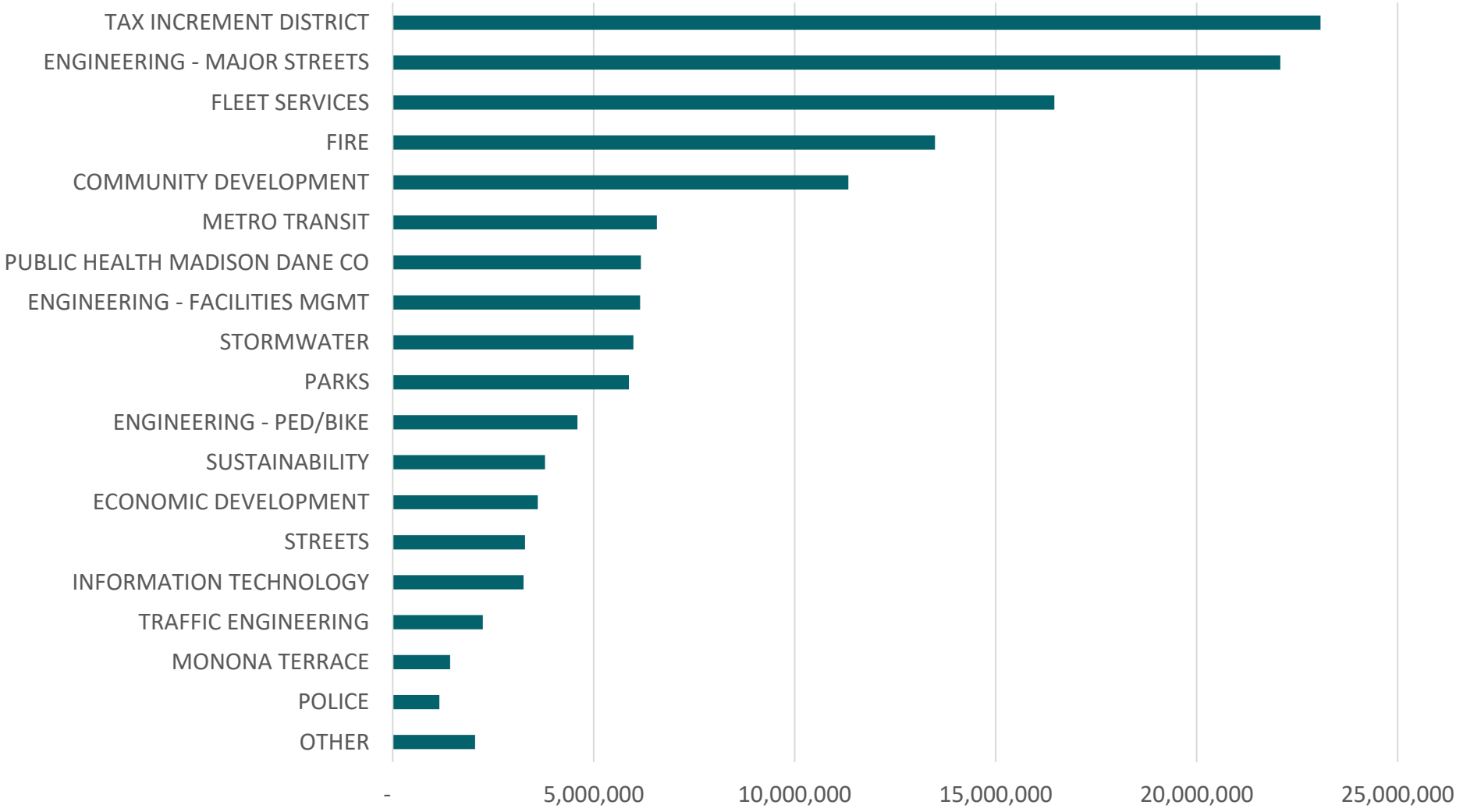
GO Borrowing Overview

What is “GO Borrowing”?

- General obligation tax-exempt or taxable 10 year or 20 year promissory notes (“debt” or “borrowing”) are sold by the City to finance projects included in the 2026 adopted capital budget. Recent change to state law authorized issuance of promissory notes for up to a 20 year maturity.
- Both new and carryforward projects are included in the adopted capital budget and financed with this debt.
- The debt is a “general obligation” of the city – meaning the city has pledged its full faith and credit through authorizing an irrevocable property tax levy to repay the debt, with interest.
- The property tax levy to repay this debt will be first included in 2026 property taxes (levied in December 2026 and due in 2027).
- Other city revenues repay some of this debt, reducing the overall amount of property taxes needed.
- Issuing approximately 45% of authorized borrowing due to project timing, associated cash flow needs, and arbitrage considerations under federal tax law.

Total Borrowing -- $142m

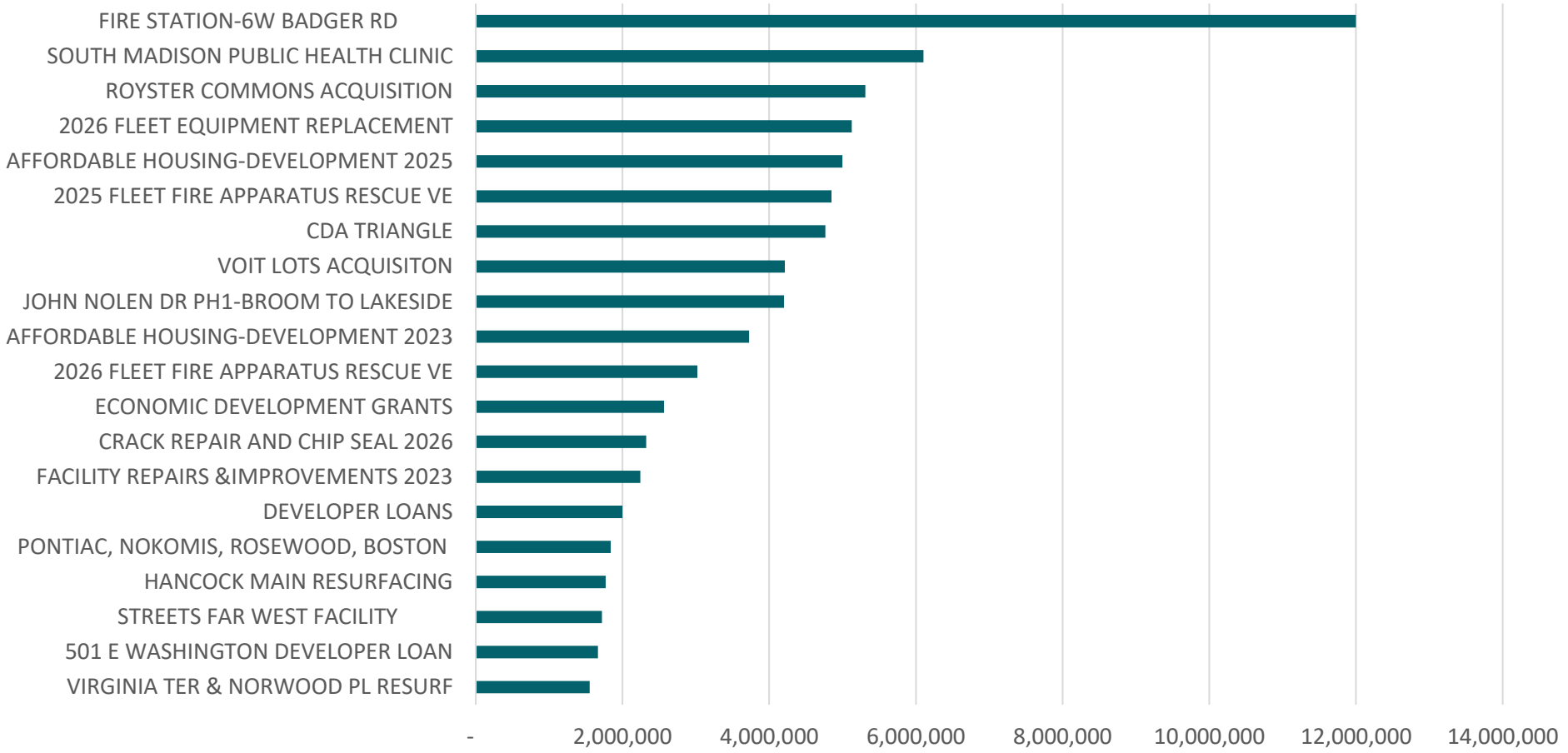
Borrowing by Agency



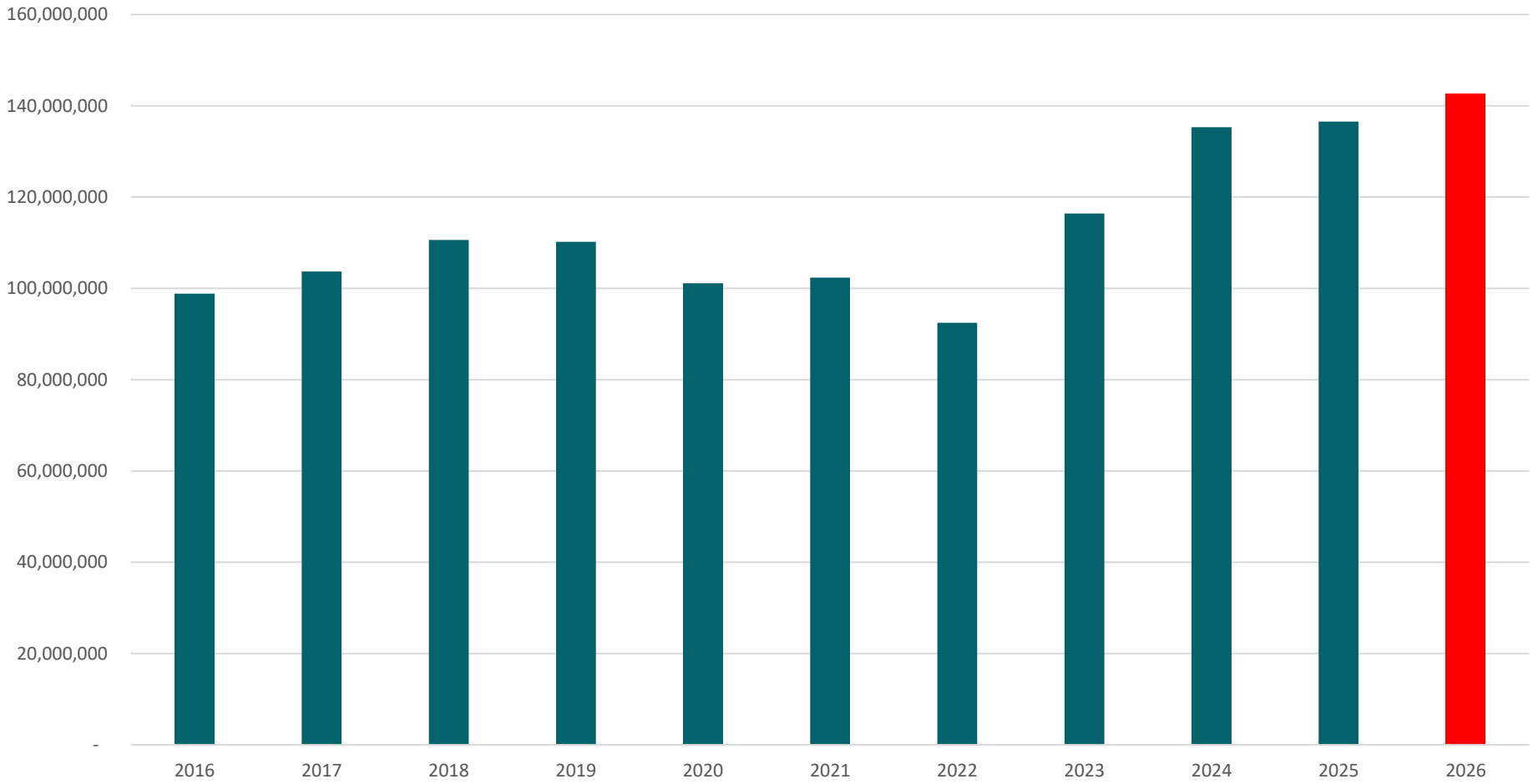
Borrowing by Project/Program

400 Projects/Programs

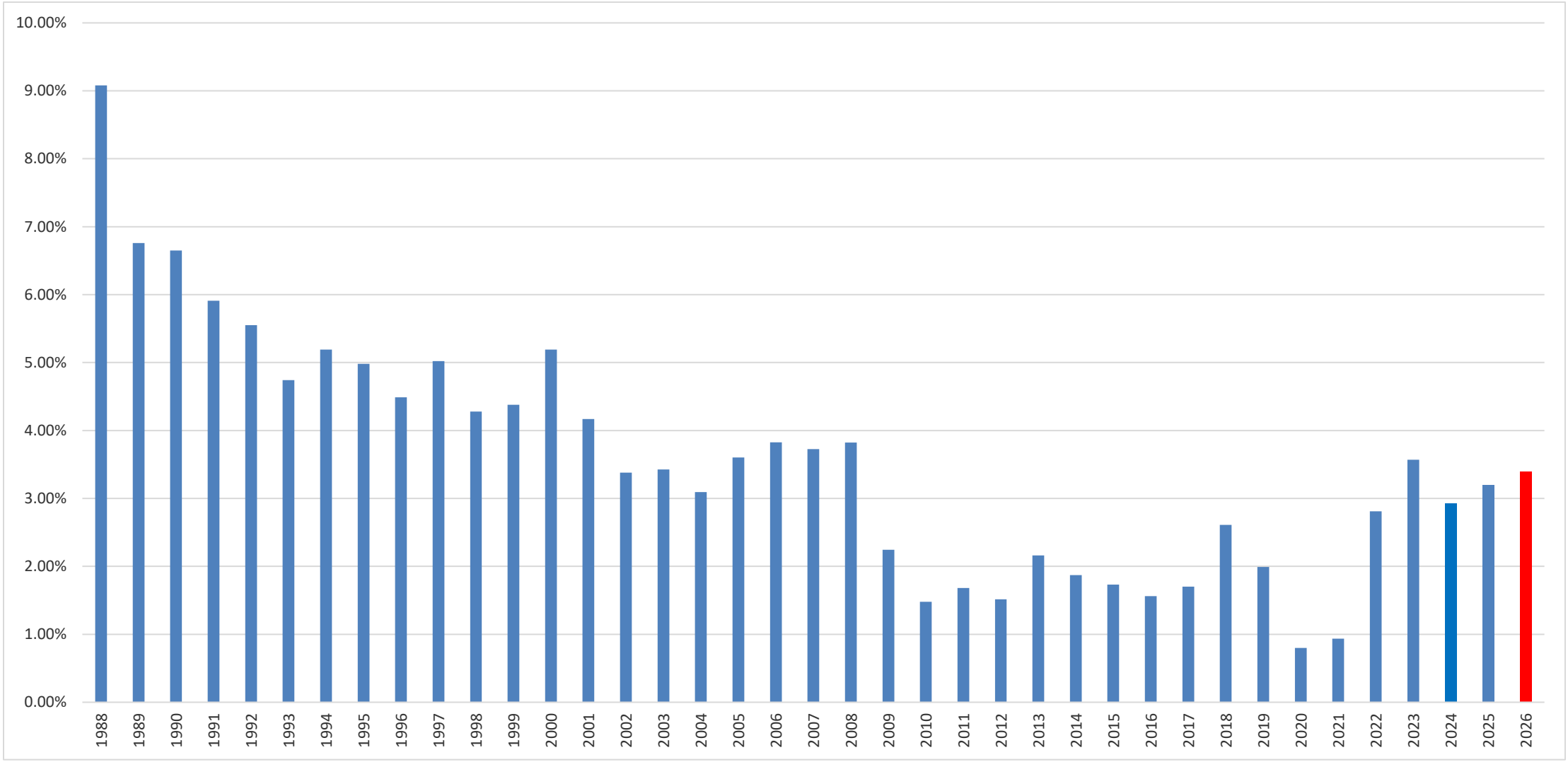
20 Projects/Programs over $1.5m each – $76m total



GO Borrowing History since 2015



Historical Interest Rates on City Debt



Parameters Resolution

July 27, 2026 Finance Committee

Parameters Resolution

- Starting with 2023 issuance, rather than requiring the sale of bonds to occur on a Common Council meeting date, the Council authorized a more flexible approach for the sale of bonds on a more optimal date.
- Parameters resolution allows the Finance Director to carry out the intent of the Common Council by determining the final terms and awarding the sale of bonds on any subsequent date ***provided the parameters included in the resolution are met.***
- This approach is used by many governmental entities.
- Parameters for Madison promissory notes include maximum par amount, maximum true interest cost (TIC) rate to the City, and maximum amount of cost of issuance paid with note proceeds.

Parameters

- Maximum par amount -- $173 million
  - 10 year -- $85 million
  - 20 year -- $27 million
  - Taxable – $32 million
  - Refunding – up to $29 million (based on market opportunities at time of sale)
- Maximum True Interest Cost – 5.0 percent (tax-exempt); 6.0 percent (taxable)
- Maximum Cost of Issuance – $390,000
  - Municipal advisory services, bond counsel, registration of notes
- Expiration of parameters authority – December 31, 2026
- Expected date of sale – August 25, 2026

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93982

File ID:	93982	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:	A RESOLUTION Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and 3).			**Final Action:**	

Title: Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and District 3).

Notes:

Sponsors:	Derek Field And Regina M. Vidaver	**Effective Date:**	
Attachments:	Attachment 1 - Memo.pdf, Attachment 2 - Non-Competitive Selection Request - Strand Associates, Inc..pdf, Resolution - Authorizing a Non-competitive Contract with Strand Associates, Inc..pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	07/14/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Water Utility Board (7/28/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Water Utility Board.					
1	FINANCE COMMITTEE	07/21/2026	Referred	WATER UTILITY BOARD			
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

1	WATER UTILITY BOARD	07/28/2026	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE	Pass

Action Text: Motion by Witynski, seconded by Callisto, to RETURN TO LEAD WITH THE RECOMMENDATION FOR COMMON COUNCIL TO ADOPT Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and District 3). Motion carried by voice vote/other.

Text of Legislative File 93982

Fiscal Note

The proposed resolution authorizes a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project at a total estimated cost not to exceed $112,000. Funding is available in the Madison Water Utility's 2026 Adopted Operating Budget. No additional appropriation is required.

Title

Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and District 3).

Body

WHEREAS, Madison Water Utility (MWU) owns and maintains multiple water storage reservoirs throughout its distribution system. These facilities require periodic maintenance, inspections, and recoatings to preserve their condition, extend their useful life, and maintain reliable water system operations; and

WHEREAS, Reservoir 126 (910 South High Point Road) is scheduled for recoating and maintenance work as part of MWU's ongoing reservoir maintenance program; and

WHEREAS, Reservoir 225 (435 Milky Way) has similarly approached the typical milestones for recoating and maintenance and was previously included in the 2026 reservoir recoating and maintenance plans; and

WHEREAS, Strand Associates, Inc. (Strand) was competitively selected as the consulting engineer to complete design work for Reservoir 225 in 2025; however, MWU ultimately elected not to award the Reservoir 225 scope of work as the alternate bid scope; and

WHEREAS, MWU now intends to move forward with a new reservoir recoating and maintenance project for 2027 construction, with planning and design to begin in 2026. The project is anticipated to include Reservoir 126 as the base bid, and Reservoir 225 again as an alternate bid based on the overall facility needs from the respective reservoir inspections; and

WHEREAS, Strand has submitted a proposal to provide professional engineering services for the project. The proposed scope includes preliminary design, final design documents, WDNR permitting, bidding-related services, construction administration, part-time construction observation, substantial completion walkthroughs, project closeout, and WDNR tank inspection reports for both reservoirs; and

WHEREAS, continuing to use Strand is in the best interest of MWU because this is a similar

and continuing project from work that they have already completed for Reservoir 225. Strand is already familiar with the project background, design approach, and bidding documents, and their continued involvement will provide consistency between the Reservoir 126 base bid documents, and the Reservoir 225 alternate bid documents which Strand has already prepared; and

WHEREAS, professional design continuity is economical to MWU on the basis of time and money. Selecting a new consultant would require that firm to review, recreate, and redesign much of the prior Reservoir 225 documents, resulting in unnecessary duplication of effort, additional cost, and potential schedule delays; and

Whereas, under MGO 4.26(4), service contracts of $50,000 or more that are not competitively selected must meet one of the exceptions listed in MGO 4.26(4)(a) and must be approved by the Common Council; and

WHEREAS, the proposed contract meets the exception in MGO 4.26(4)(a)7. for the use of a consultant who has provided services to the City on a similar or continuing project in the recent past, and where it would be economical to the City on the basis of time and money to retain that same consultant; and
WHEREAS, **for the reasons stated in the attached Noncompetitive Selection Request Form**, the proposed contract with Strand Associates, Inc. meets the exception in MGO 4.26(4)(a)7., which allows a noncompetitive contract when a particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are authorized to execute a professional services contract with Strand Associates, Inc., for engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project, at a cost not to exceed $112,000.

BE IT FURTHER RESOLVED, that contract amendments that do not exceed Madison Water Utility's approved operating budget or the scope of the design and construction of the Reservoirs 126 and 225 Recoating and Maintenance project as authorized by the Common Council may be executed by the Water Utility General Manager and City Finance Director and/or designee, and counter executed by Strand Associates, Inc. in a form approved by the City Attorney.

Madison
Water Utility

www.madisonwater.org • 119 E Olin Ave, Madison, WI 53713 • TEL 608-266-4651 • FAX 608-266-4426

MEMORANDUM

Date:	July 21, 2026
To:	Mayor Satya Rhodes-Conway City of Madison Common Council Finance Committee Water Utility Board
From:	Pete Holmgren, PE – Chief Engineer January Vang – Interim General Manager
Subject:	Authorizing a non-competitive service contract with Strand Associates, Inc. for professional engineering services related to the Reservoirs 126 and 225 Painting project

RECOMMENDATION:

Staff recommend authorizing a non-competitive service contract with Strand Associates, Inc. (Strand) for professional engineering services related to the recoating and maintenance of Reservoirs 126 and 225.

BACKGROUND:

Madison Water Utility (MWU) owns and maintains multiple water storage reservoirs throughout its distribution system. These facilities require periodic maintenance, inspection, and recoating to preserve their condition, extend their useful life, and maintain reliable water system operations.

Reservoir 126 (910 South High Point Road) is scheduled for recoating and maintenance work as part of MWU's ongoing reservoir maintenance program – findings that the Department of Natural Resources agrees with in their recent MWU Sanitary Survey inspection and report. Reservoir 225 (435 Milky Way) has similarly approached the typical milestones for recoating and maintenance; it was previously included in the 2026 reservoir recoating and maintenance plans, albeit as an alternate bid item alongside Reservoir 20 (2829 Prairie Road), which is currently undergoing said recoating and maintenance. Strand was competitively selected as the consulting engineer to complete design work for Reservoirs 20 and 225 in 2025 as part of that project; however, MWU ultimately elected not to award the Reservoir 225 scope of work as the alternate bid scope.

MWU now intends to move forward with a new reservoir recoating and maintenance project for 2027 construction, with planning and design to begin in 2026. The project is anticipated to include Reservoir 126 as the base bid, and Reservoir 225 again as an alternate bid based on the overall facility needs from the respective reservoir inspections. This approach allows MWU to proceed with the highest priority work at Reservoir 126, while preserving the option to complete work at Reservoir 225 if bids and available funding allow.

Strand has submitted a proposal to provide professional engineering services for the project. The proposed scope includes preliminary design, final design documents, WDNR permitting, bidding-related services, construction administration, part-time construction observation, substantial completion walkthroughs, project closeout, and WDNR tank inspection reports for both reservoirs.

BASIS FOR NON-COMPETITIVE SELECTION:

Continuing to use Strand is in the best interest of MWU because this is a similar and continuing project from work that they have already completed for Reservoir 225. Strand is already familiar with the project background, design approach, and bidding documents, and their continued involvement will provide consistency between the Reservoir 126 base bid documents, and the Reservoir 225 alternate bid documents which Strand has already prepared.

Professional design continuity is economical to MWU on the basis of time and money. Selecting a new consultant would require that firm to review, recreate, and redesign much of the prior Reservoir 225 documents, resulting in unnecessary duplication of effort, additional cost, and potential schedule delays. Other design professional firms will not certify another such firm's documents in a situation like this and instead would essentially be re-designing these documents from scratch again. That scenario introduces significant inefficiencies to the City for the project timeline and expenses, on top of rendering nearly all past work a sunk cost.

The proposed contract meets the exception in MGO 4.26(4)(a)7. for the use of a consultant who has provided services to the City on a similar or continuing project in the recent past, and where it would be economical to the City on the basis of time and money to retain that same consultant.

FISCAL IMPACTS:

The proposed professional services contract with Strand will be written to not exceed $112,000. Funding for this work is available in MWU's current (2026) operating budget.

LEGISLATIVE PATH:

1. 7/21/2026 Common Council (Introduction)
2. 7/27/2026 Finance Committee
3. 7/28/2026 Water Board
4. 8/4/2026 Common Council (Final Action)

ATTACHMENTS:

1. Memo (this document)
2. Noncompetitive Selection Request Form

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
Christine Koh
Internal Audit & Grants Manager
Kolawole Akintola
Risk Manager
Eric Veum
Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
2100 WATER UTILITY

Major
546** Consulting/Professional Services

Agency
Water Utility

Total Purchase Amount
$ 112,000.00

Vendor Name
Strand Associates, Inc.

Product/Service Description
Professional engineering services for Reservoirs 126 and 225 Painting project
- Preliminary and final design documents
- WDNR construction permit application
- Bidding support and bid review
- Construction administration and construction observation
- Project closeout and WDNR tank inspection reports

Exception Criteria
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.

Reason For Request
This request is a continuation of prior design and analysis work completed by Strand Associates for Reservoir 225 in 2025 as part of the 2026 reservoir maintenance project. Reservoir 225 was included as an alternate bid item and was not awarded for construction at that time. The current project will include Reservoir 126 as the base bid and Reservoir 225 as an alternate bid, with the intent to complete design, bidding, and construction-related services for a 2027 construction project. Strand has already completed

project-specific design work for Reservoir 225 and is familiar with the existing project background, design approach, and bidding documents. Having Strand continue with the design for Reservoir 126 and update/assist with Reservoir 225 will provide consistency between the two reservoirs, avoid unnecessary duplication of work, and create bidding efficiencies for prospective contractors. Other design professional firms will not certify another's work in a situation like this and instead would essentially be re-designing any Reservoir 225 plans and specifications from scratch again. That scenario introduces inefficiencies to the City for the project timeline and expenses, on top of rendering nearly all past work a sunk cost.

Requestor
Mendez, Nathan G Holmgren, Peter

Comments
The City of Madison has paid Strand Associates, Inc. a total of $5,246,023 since 2015. Of that amount, $4,976,468 was Competitively selected, $137,704 was Non-Competitively selected, and the remaining $131,851 was made up of small purchases each under the threshold requiring competitive selection.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93982

File ID:	93982	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:	A RESOLUTION Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and 3).			**Final Action:**	

Title: Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and District 3).

Notes:

Sponsors:	Derek Field And Regina M. Vidaver	**Effective Date:**	
Attachments:	Attachment 1 - Memo.pdf, Attachment 2 - Non-Competitive Selection Request - Strand Associates, Inc..pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	07/14/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Water Utility Board (7/28/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Water Utility Board.					
1	FINANCE COMMITTEE	07/21/2026	Referred	WATER UTILITY BOARD			
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD					

Text of Legislative File 93982

Fiscal Note

The proposed resolution authorizes a noncompetitive contract with Strand Associates, Inc., for

professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project at a total estimated cost not to exceed $112,000. Funding is available in the Madison Water Utility's 2026 Adopted Operating Budget. No additional appropriation is required.

Title

Authorizing a noncompetitive contract with Strand Associates, Inc., for professional engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project (Districts 1 and District 3).

Body

WHEREAS, Madison Water Utility (MWU) owns and maintains multiple water storage reservoirs throughout its distribution system. These facilities require periodic maintenance, inspections, and recoatings to preserve their condition, extend their useful life, and maintain reliable water system operations; and

WHEREAS, Reservoir 126 (910 South High Point Road) is scheduled for recoating and maintenance work as part of MWU's ongoing reservoir maintenance program; and

WHEREAS, Reservoir 225 (435 Milky Way) has similarly approached the typical milestones for recoating and maintenance and was previously included in the 2026 reservoir recoating and maintenance plans; and

WHEREAS, Strand Associates, Inc. (Strand) was competitively selected as the consulting engineer to complete design work for Reservoir 225 in 2025; however, MWU ultimately elected not to award the Reservoir 225 scope of work as the alternate bid scope; and

WHEREAS, MWU now intends to move forward with a new reservoir recoating and maintenance project for 2027 construction, with planning and design to begin in 2026. The project is anticipated to include Reservoir 126 as the base bid, and Reservoir 225 again as an alternate bid based on the overall facility needs from the respective reservoir inspections; and

WHEREAS, Strand has submitted a proposal to provide professional engineering services for the project. The proposed scope includes preliminary design, final design documents, WDNR permitting, bidding-related services, construction administration, part-time construction observation, substantial completion walkthroughs, project closeout, and WDNR tank inspection reports for both reservoirs; and

WHEREAS, continuing to use Strand is in the best interest of MWU because this is a similar and continuing project from work that they have already completed for Reservoir 225. Strand is already familiar with the project background, design approach, and bidding documents, and their continued involvement will provide consistency between the Reservoir 126 base bid documents, and the Reservoir 225 alternate bid documents which Strand has already prepared; and

WHEREAS, professional design continuity is economical to MWU on the basis of time and money. Selecting a new consultant would require that firm to review, recreate, and redesign much of the prior Reservoir 225 documents, resulting in unnecessary duplication of effort, additional cost, and potential schedule delays; and

Whereas, under MGO 4.26(4), service contracts of $50,000 or more that are not competitively selected must meet one of the exceptions listed in MGO 4.26(4)(a) and must be approved by the Common Council; and

WHEREAS, the proposed contract meets the exception in MGO 4.26(4)(a)7. for the use of a consultant who has provided services to the City on a similar or continuing project in the recent past, and where it would be economical to the City on the basis of time and money to retain that same consultant; and
WHEREAS, **for the reasons stated in the attached Noncompetitive Selection Request Form**, the proposed contract with Strand Associates, Inc. meets the exception in MGO 4.26(4)(a)7., which allows a noncompetitive contract when a particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are authorized to execute a professional services contract with Strand Associates, Inc., for engineering services for the Reservoirs 126 and 225 Recoating and Maintenance project, at a cost not to exceed $112,000.

BE IT FURTHER RESOLVED, that contract amendments that do not exceed Madison Water Utility's approved operating budget or the scope of the design and construction of the Reservoirs 126 and 225 Recoating and Maintenance project as authorized by the Common Council may be executed by the Water Utility General Manager and City Finance Director and/or designee, and counter executed by Strand Associates, Inc. in a form approved by the City Attorney.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93983

File ID:	93983	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:				**Final Action:**	

Title: Authorizing the Parks Division to submit, and if awarded, accept a grant of up to $1,505,000 from Dane County Conservation Fund Grant Program for acquisition of park land acquired from Madison Crushing & Excavating, Inc. and authorizing the Mayor and City Clerk to enter into a contract with Dane County to accept the grant award.

Notes:

Sponsors:	Sabrina V. Madison, Derek Field And Noah L. Lieberman	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Lisa Laschinger	**Hearing Date:**	
Entered by:	kpost@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	07/14/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 93983

Fiscal Note

The proposed resolution authorizes the Parks Division to apply for and accept if awarded, grant

funding of up to $1,505,000 from the Dane County Conservation Fund Grant Program. The grant will reimburse up to 25 percent of the costs of the acquisition of the Madison Crushing Property, authorized via RES-26-00370 (Legistar #93444) on June 23, 2026 for a total price of $6,058,275. Match funding for the grant is available within the Parks Division's Adopted Capital Budget within Park Land Acquisition Program (Munis #17128). If the grant is awarded, the Parks Division 2026 Adopted Capital Budget will be amended to appropriate the grant funding. No additional appropriation is required.

Title

Authorizing the Parks Division to submit, and if awarded, accept a grant of up to $1,505,000 from Dane County Conservation Fund Grant Program for acquisition of park land acquired from Madison Crushing & Excavating, Inc. and authorizing the Mayor and City Clerk to enter into a contract with Dane County to accept the grant award.

Body

WHEREAS, the Madison Crushing and Excavating, Inc, first approached Dane County about purchasing property located within four unaddressed tax parcels, one tax parcel addressed as 3328 Nelson Rd and a portion of two tax parcels both listed as 5185 Reiner Rd, which contain 199 acres of land and all improvements thereon ("Property"); and,

WHEREAS, the County approached the City of Madison Parks Division about its interest in pursuing acquisition of the Property for future park purposes, together both parties determined that the acquisition to conserve significant acreages of quality natural areas is in the best interest of the public; and,

WHEREAS, the Dane County 2025-2030 and previous Park and Open Space Plan identify the Property as being within the Glacial Drumlin Natural Resource Area and identify the potential for collaboration with the City Parks Division to plan for a future recreation park in the Northeast quadrant of the county; and,

WHEREAS, the 2018 adopted Comprehensive Plan for the City of Madison recommends that the City "Acquire parkland and upgrade park facilities to accommodate more diverse activities and gatherings and improve and preserve urban biodiversity through an interconnected greenway and habitat system;" and,

WHEREAS, the 2023 adopted City of Madison's Reiner Neighborhood Development Plan recognizes a portion of the Property as a future recommended park that will help connect to the larger natural resource area and recognizes that an "approximately 200-acre area located north of Nelson Road is recommended as a Regional Natural and Recreation Area;" and,

WHEREAS, the City of Madison Northeast Area Plan adopted in 2024 includes a recommendation that the Parks Division "[i]mprove access to publicly-owned natural areas to provide passive recreation opportunities;" and,

WHEREAS, the 2024 City of Madison Sustainability Plan includes recommendations that the City prioritize preservation and restoration of urban natural areas and jointly plan preservation of open spaces and woodlands with neighboring communities and Dane County; and,

WHEREAS, the 2025-2030 Park and Open Space Plan recommends that the Parks Division, "[i]mprove public access to lakes and waterways; [p]rotect and enhance natural resources; and [p]ursue regional solutions to regional issues;" and,

WHEREAS, on June 23, 2026, the City of Madison's Common Council authorized the City's execution of a Purchase and Sale Agreement for the purchase of the Property with a purchase price of $6,000,000 for the land and additional costs due at closing of $58,275 for land survey and fence installation work subject to certain prorations and closing costs; and,

WHEREAS, the Parks Division's Adopted Capital Budget allocates sufficient matching funds to acquire the Property; and,

WHEREAS, upon closing, the City of Madison, through the Board of Park Commissioners and Parks Division will be responsible for management, development and oversight of the Property; and,

WHEREAS, the Common Council hereby recognizes and acknowledges the long-term operations and maintenance responsibilities associated with the acquisition, and will adhere to all obligations under the grant award contract for the Property if awarded the grant; and,

NOW, THEREFORE, BE IT RESOLVED the Parks Division is hereby authorized to act on behalf of the City of Madison as follows:

- Submit an application to Dane County Conservation Fund Grant Program for grant funds that may be available.
- Submit reimbursement claims along with necessary supporting documentation for the acquisition of the Property and related eligible costs.
- Submit Signed Documents; and,
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that if awarded, the Parks Division's Adopted Capital Budget will be amended to accept grant funding of up to $1,505,000 from the Dane County Conservation Fund Grant Program; and,

BE IT FURTHER RESOLVED that the Parks Division will comply with Dane County rules for the program; and will obtain approval in writing before any change is made in the use of the project site; and,

BE IT FINALLY RESOLVED that, if awarded the grant, the Mayor and City Clerk are authorized to sign a grant agreement with Dane County, in a format approved by the City Attorney, and any other documents necessary to comply with the grant requirements and to secure the grant funding.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94044

File ID:	94044	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:	Approving the design of a site-specific public artwork for the South Point Public Works Facility (402 S Point Road) and authorizing the Mayor and City Clerk to enter into a competitively selected agreement with The Milligan Studio, LLC.			**Final Action:**	

Title: Approving the design of a site-specific public artwork for the South Point Public Works Facility (402 S Point Road) and authorizing the Mayor and City Clerk to enter into a competitively selected agreement with The Milligan Studio, LLC. for fabrication, delivery, and installation. (District 1)

Notes:

Sponsors:	Ellen Zhang	**Effective Date:**	
Attachments:	The Miligan Studio Sky Plow - South Point Public Works Facility.pdf	**Enactment Number:**	
Author:	Karin Wolf	**Hearing Date:**	
Entered by:	kwolf@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/14/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94044

Fiscal Note

The proposed resolution approves the fabrication, installation, and delivery of the South Point Public Works Facility Percent for Art Project at 402 S Point Rd. Funding for public art is calculated as an additional 1% of the eligible project budget as called for in the Percent for Art ordinance (MGO 4.30). Construction estimates in the schematic design phase were approximately $43.8 million; an additional 1% for art was calculated to be $437,991. The proposed agreement with The Milligan Studio, LLC for the artwork authorizes the use of up to $337,920 of the Percent for Art allocation.

The 2026 Adopted Capital Budget included $43.7 million for the Far West Facility project (Munis project 13016) supported by $41.7 million in General Fund GO Borrowing and $2.0 million in Federal Sources. The Percent for Art project is supported by the GO borrowing. No additional City appropriation is required with approval of the proposed resolution.

Title

Approving the design of a site-specific public artwork for the South Point Public Works Facility (402 S Point Road) and authorizing the Mayor and City Clerk to enter into a competitively selected agreement with The Milligan Studio, LLC. for fabrication, delivery, and installation. (District 1)

Body

WHEREAS, on January 7, 2025, the City issued a Request for Proposals (RFP) for the new South Point Public Works Facility for consulting and design services with a single Architectural/Engineer (A/E) design firm and multiple sub-consultants as indicated in the supporting exhibits for all design phases, bidding phase, construction administration phase, and warranty administration phase; and

WHEREAS, the new facility, now being called the South Point Public Works Facility, will provide a location on the far west side of Madison for fleet vehicle parking and maintenance service bays for waste and recycling vehicles, snow removal equipment, forestry vehicles, other Streets Division related equipment and personnel space, and a portion of Parks Division and Fleet Division operations and personnel; and

WHEREAS, the RFP explained that the winning A/E would be required to include an artist on the design team from initial planning through final design and construction and warranty phases, and that the artist would help identify public areas where art could be incorporated into the site as architectural features or as permanent public art installations; and

WHEREAS, Purchasing led a selection process to review the proposals to the RFP and the committee chose Sketchworks Architecture, LLC with The Milligan Studio, LLC, as part of their design team to receive the contract; and

WHEREAS, on June 3, 2025, the Common Council approved RES-25-00341, File # 87864 Authorizing the Mayor and City Clerk to enter a 4-year, competitively selected service contract with Sketchworks Architecture, LLC for professional architectural and engineering design consulting services; and

WHEREAS, The Milligan Studio was tasked with designing public art components that would be integrated into the project, visually accessible to the public; and

WHEREAS, The Milligan Studio engaged stakeholders to understand what the people wanted to see in the finished artwork including hosting their own community gathering on August 21, 2025, and attending the Streets Division-Sycamore Staff Picnic on August 22, 2025, among other research, including consideration of responses to a community survey put forth by arts

staff; and

WHEREAS, The Milligan Studio presented their initial designs to the Madison Arts Commission on Wednesday, October 15, 2025, and received input from the commissioners; and

WHEREAS, on March 17, 2026, the Madison Arts Commission approved the modified proposed designs for “Sky Plow” by The Milligan Studio, LLC for the South Point Public Works Facility; and

WHEREAS, the design phase is now complete, staff would like to execute an agreement for fabrication, delivery, and installation directly with The Milligan Studio, LLC.

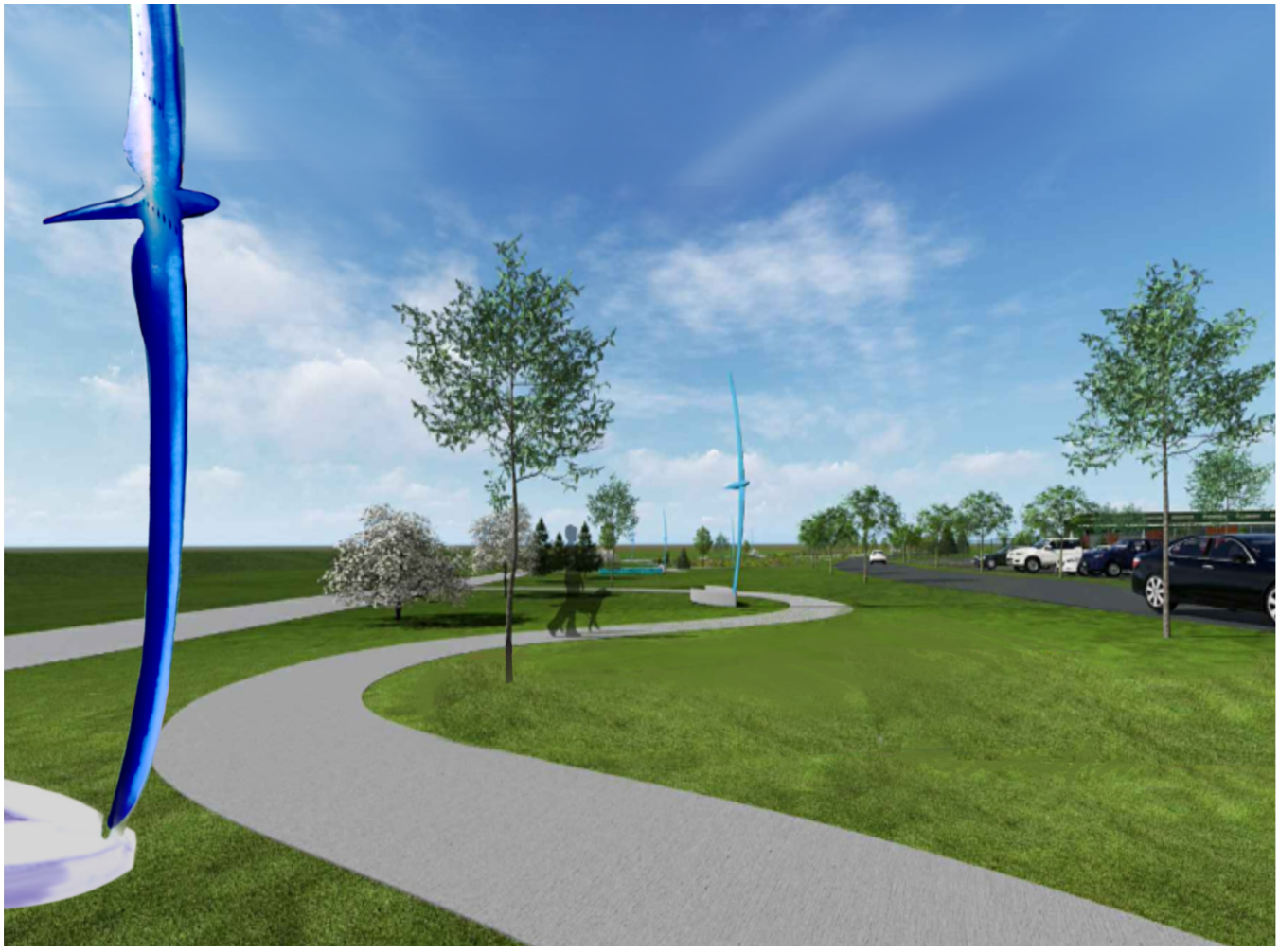
NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby approves the proposal for “Sky/Plow” as the site-specific public artwork as the South Point Public Works Facility Percent for Art Project, and

BE IT FINALLY RESOLVED that the Mayor and City Clerk are authorized to execute an agreement with The Milligan Studio, LLC for up to $337,920 for all costs associated with fabrication, installation and delivery of the proposed artwork.

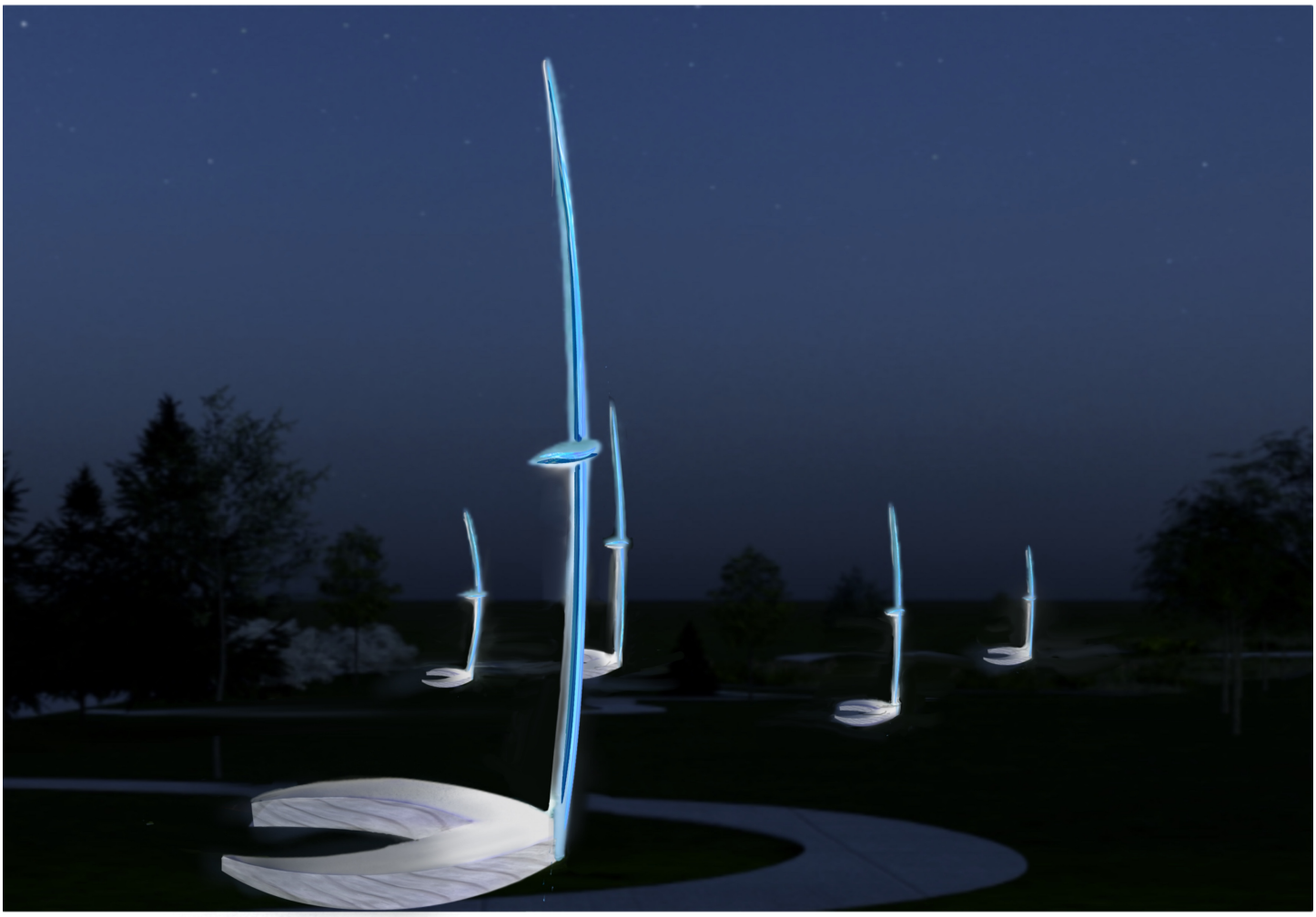
the milligan studio

EXECUTIVE SUMMARY: PLOW/SKY

A CELEBRATION OF THE WORKERS OF WEST MADISON



Shown here with shatter-resistant architectural art glass, blue patinated bronze and stainless steel. Five birds ranging in height from 24ft to 16ft.



Sky/Plow

DEPTH BLUE BRONZE WITH ART GLASS AND INTERNAL LIGHTING

DESIGN INFLUENCE IS THE GESTURE OF BIRDS SKIMMING THE WATER AND HOW THE BEAUTY OF THEIR MOVEMENT IS LIKE THE PLOWS CUTTING THROUGH THE BANKS OF SNOW.

BACKGROUND

In Spring 2025, The Milligan Studio surveyed the West Madison community who prioritized an art fence, sculpture, and benches for Public Art. Due to budget limits which impacted building redesigns, available space for art was reconfigured. By January 2026, a public area next to the building—with walking paths and bike lanes—was designated for Public Art.

SKY/PLOW

Responding to the evolved design, and **the need for lighting for public safety,** The Milligan Studio created "Sky/Plow," an installation that spans the entire site. This series of sculptures celebrates community, honoring the snowplow fleet maintained in the Far West Operations building. Each winter before sunrise, their plows clear the roads, helping the community move forward with their day, together.

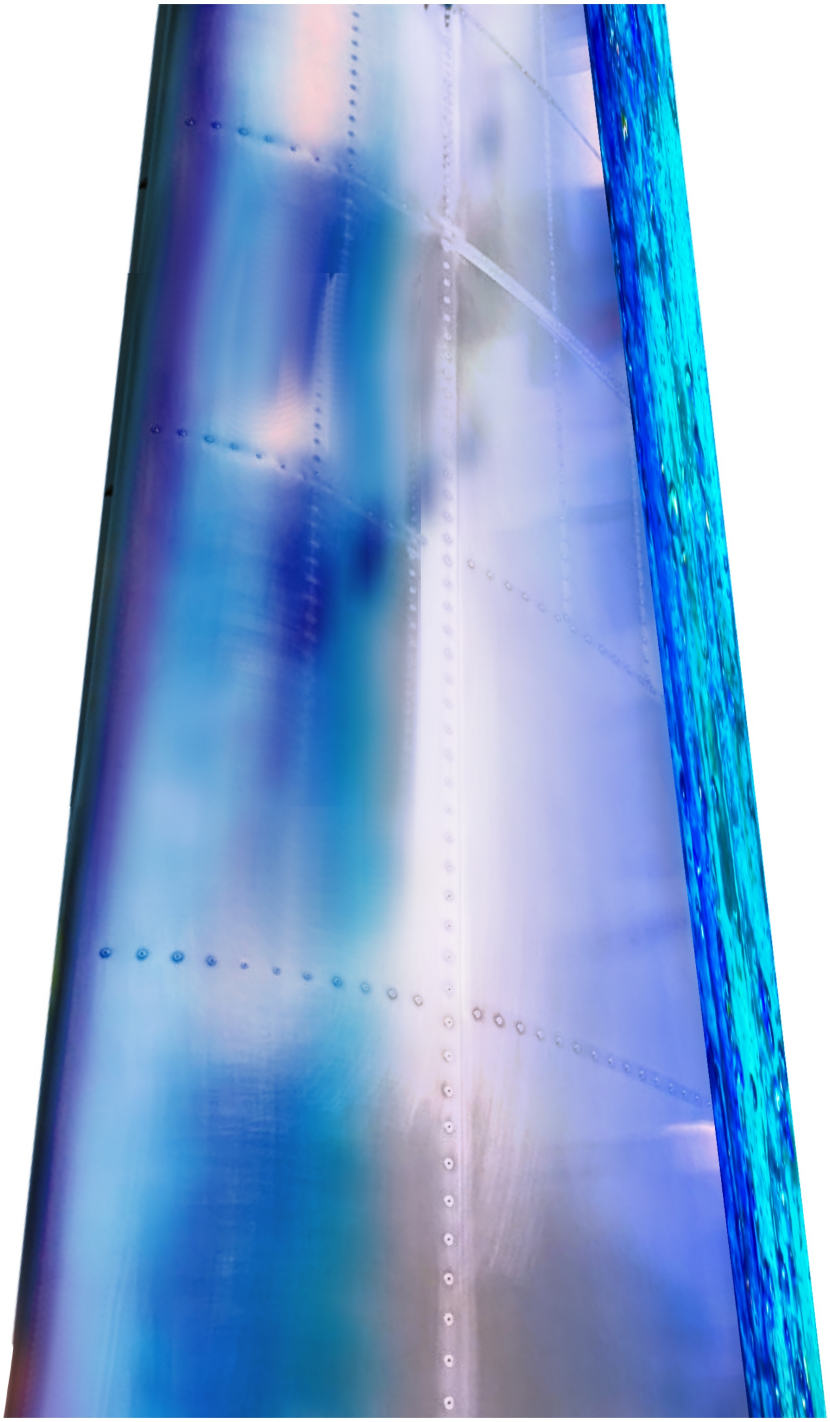
SKY/PLOW is a unique public art installation featuring numerous bird/plow illuminated sculptures intended for visitors to walk amidst day or night. The arrangement represents the concept of community; the scale and quantity of the figures serve to energize the site and recognize the collective efforts of individuals striving for a better future.

The composition's scale matches the building, guiding the gaze upward and across to highlight the harmony between landscape and architecture.

Drawing inspiration from Wisconsin's Driftless region, the Milligan Studio envisions the installation as a series of stylized ancient bird forms crafted from art glass set into blue patinated bronze surfaces.

The integration of industrial elements, such as rivets, references the aesthetic of plows, while the use of shatter-resistant glass alludes to the presence of water. The iridescent glass components are designed to be self-illuminating in natural daylight and, when backlit inside, emit a soothing light during nighttime hours, which keeps the community safe.

SAMPLE OF ACTUAL GLASS



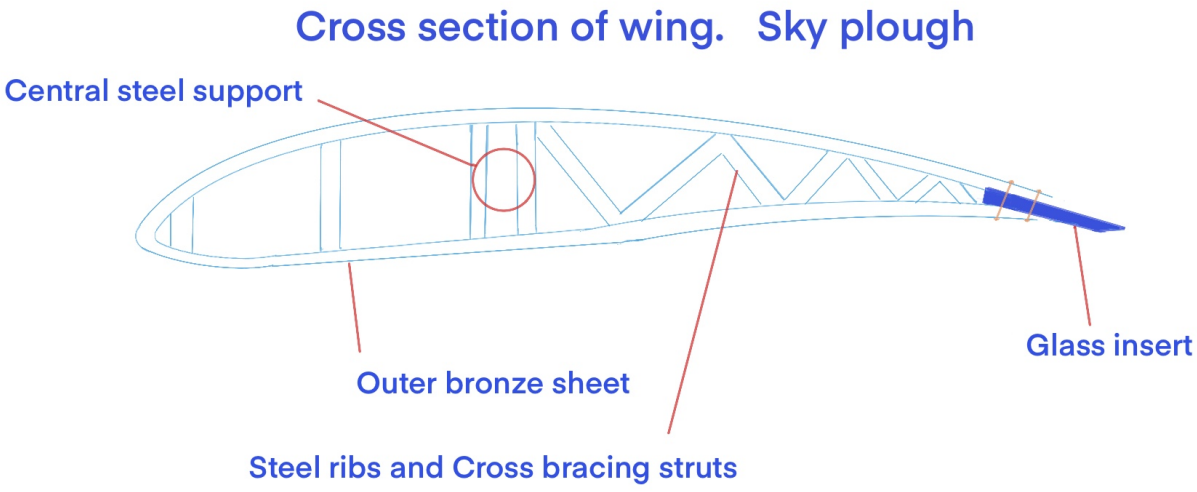
DETAIL OF CONSTRUCTION
RIVETS ON BRONZE WITH GLASS INSTALLED INTO THE REAR EDGE.

SKY/PLOW
WITH SOURCE LIGHTS HIGHLIGHTED

The Milligan Studio prefers interior lights with art glass inserts in water shades, outlined on the form. (As seen below)

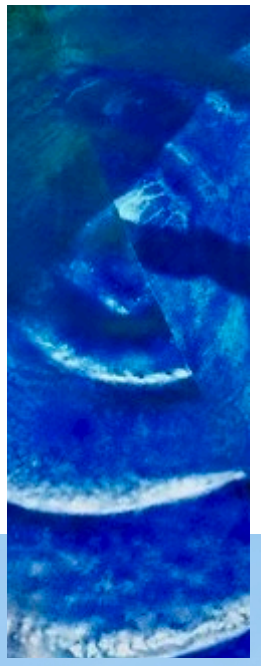
Timed lighting transforms the sculptures into safety feature

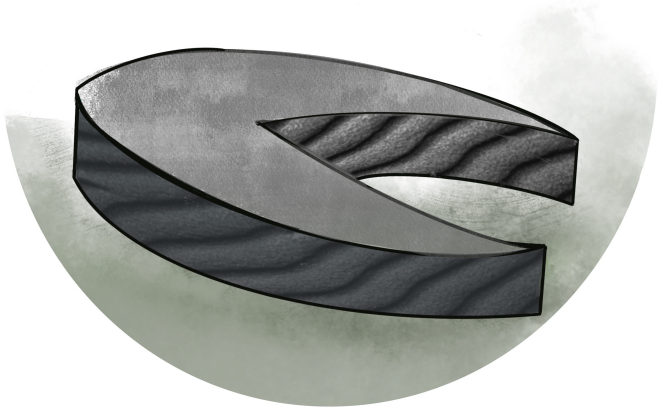
by gently illuminating the park each evening.



EXAMPLE OF DEPTH BLUE PATINATED BRONZE
(SAMPLE FROM MILLIGAN STUDIO'S GRAND RAPIDS' TRIPTYCH
"THE MEMORY OF WATER")

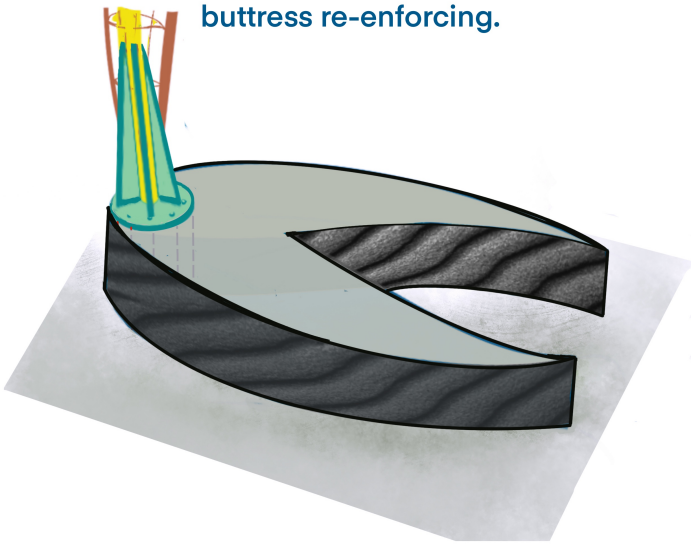
RENDERING OF *PSKY/PLOW* IN DEPTH BLUE PATINATED BRONZE (DETAIL R) WHICH WOULD BE FABRICATED WITH BACKLIT ART GLASS INSERTS





WATER DETAIL OF CONCRETE FOR SIDE OF SEATING BENCH.

Detail of bolted base plate with buttress re-enforcing.



Ripple form bench and foundation

FABRICATION AND INSTALLATION PROCESS

Each phase of the project, from conception to installation, is meticulously documented online, enabling the community to track progress in real time and gain insights into contributors, thereby fostering a sense of ownership and engagement. Further information is available at www.themilliganstudio.com.

The fabrication process is scheduled to span approximately one year.

METHODOLOGY

We will start both structure construction and kiln-formed glass fabrication at the same time.

When complete, each glass segment will be affixed to the frame with a rounded rivet encased in acrylic washers that won't yellow and can endure temperatures from 115°F to -50°F.

Our method has proven effective with shatter-resistant glass sculptures in locations with extreme temperatures, including Minnesota, Washington (State), and North Dakota.

Bronze bolt in acrylic shock absorber (center) set into metallic capped glass.

BESPOKE GLASS

Collaborating with artisans at Paul Wissmach Glass Company, an American art glass company since 1904, we will create a series of water panels to be sealed and riveted in place.

The glass will be laminated with an organic shatter protection coating that is UV resistant and produced without heavy metals.

This type of glass has been utilized in other major projects located in extreme climates. It offers durability, safety, and maintains its color over time.

Recent studies indicate that glass has an atomic decay rate equivalent to two universes.

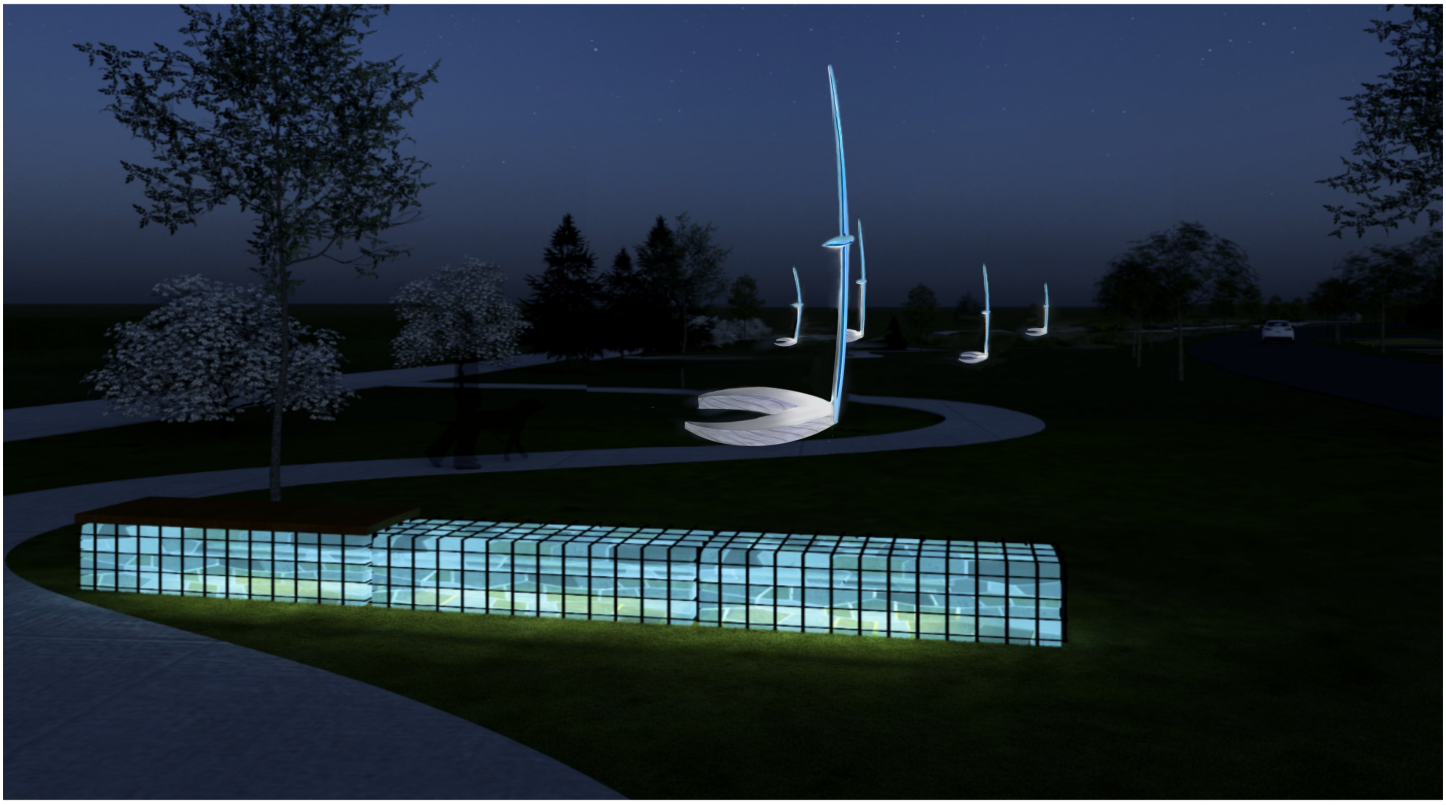
INSTALLATION

We will deliver the work in segments in flatbed trucks. Using a crane, we will install each wing and then add the glass. We estimate the installation process to take a week to 10 days, weather permitting.

MAINTENANCE PLAN

SKY/PLOW is a public artwork that requires minimal maintenance.

Do not power wash or use abrasive cleaners.
Keep salt away and avoid piling snow at the sculpture's base, as salt can cause rusting.
Wash the sculpture with cool water once a year in Spring to remove debris.
The Dark Sky lighting system should be placed on a sunset/sunrise timer to extend the life of its bulbs.
As this will be a municipal lighting system, bulbs should last about 5 years.



About The Milligan Studio

"Do continue the great impactful work."
Jai Winston, Director, Knight Foundation

"Your aesthetic is sophisticated and accessible, and your fabrication plan and budget are sound. You put beauty in the world. We are proud to be your partners."
—Dakota County Public Art (Minnesota), 2020

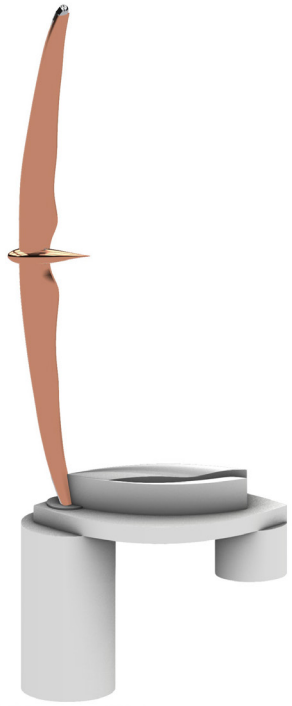
"Altitude is a beacon of hope and a symbol of the resiliency of St. Paul as we move forward through some pretty difficult times in our history." —YWCA

"We Defy Gravity With Joy"

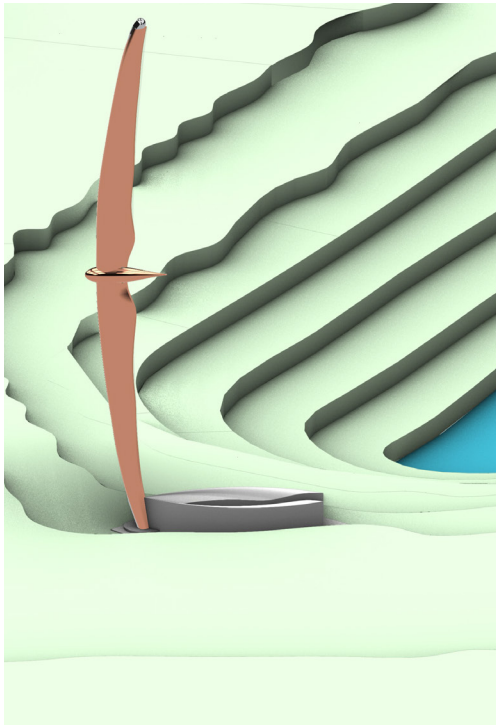
The award-winning Milligan Studio has created Public Art in collaboration with communities in the United States, United Kingdom, and EU, specifically Ireland and Paris, for more than a decade.

Samples of their work in glass can be found in The Corning Museum of Glass.

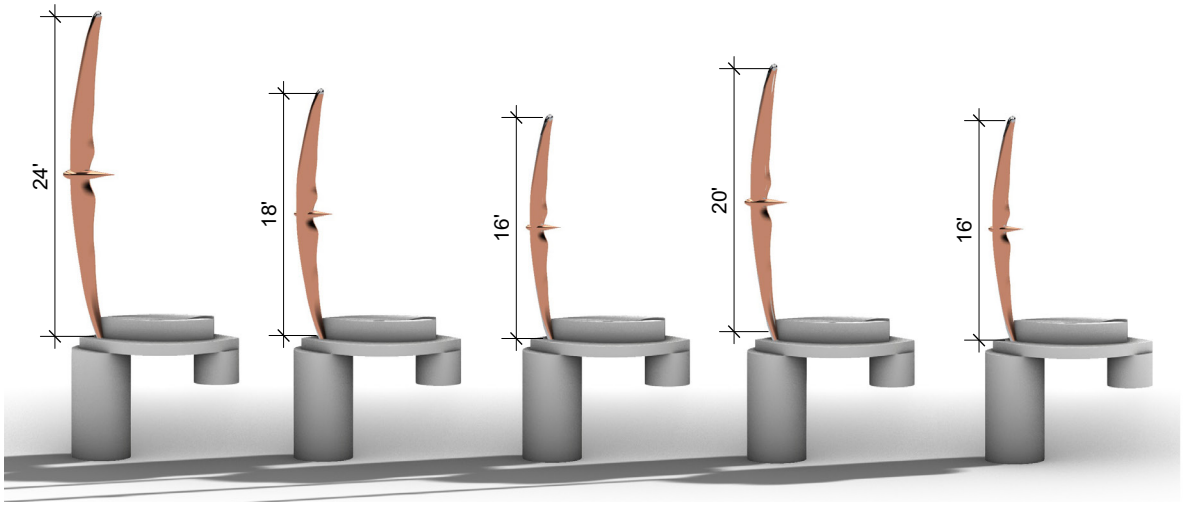
The two have received grants from the National Endowment for the Arts, Bush Foundation, PEN America, Jerome Foundation, and both the Florida and Minnesota State Arts Board.



Perspective View Below Ground



Perspective View Above Ground



Size Variation

the milligan studio

Office Location:
459 Selby Ave St.
Paul, MN 55102

(651) 756-7683

Project:

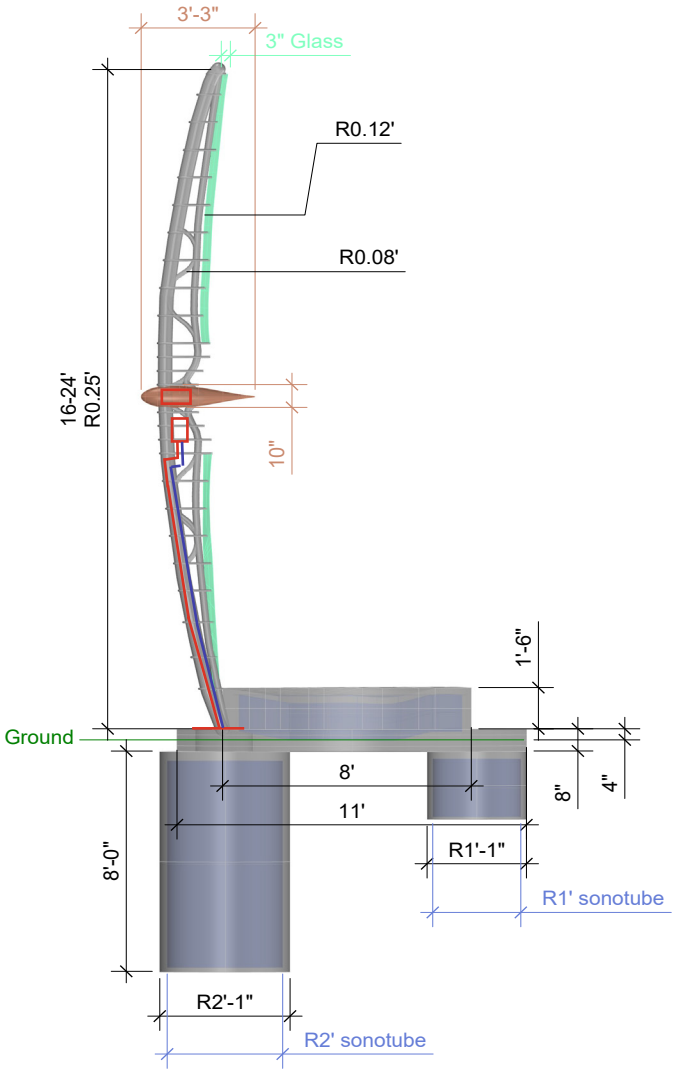
Sky Plough: Madison, Wisconsin

Date: 04/06/2026.

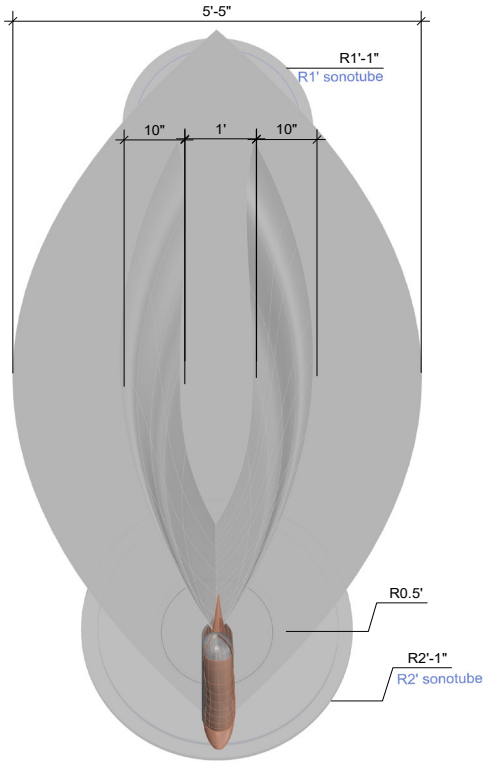
3D Renders.

Notes:

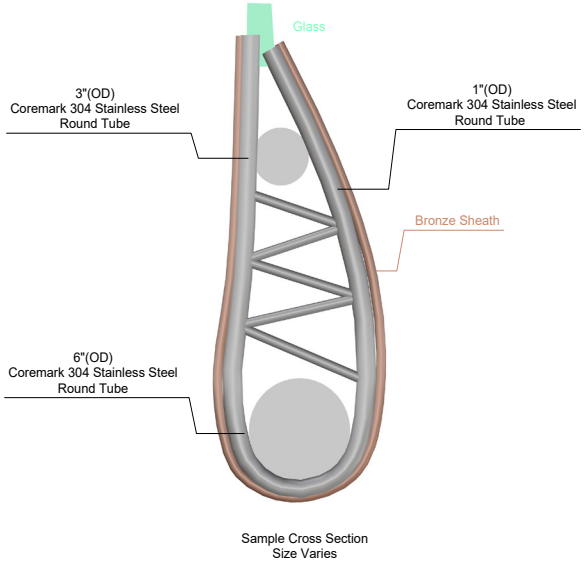
Proposed art subject to city council approval.



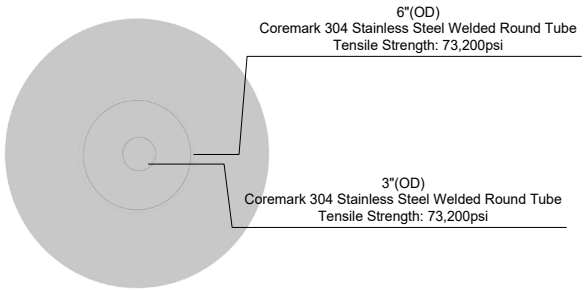
Structural Frame and Fondation Section View



Concrete and Foundation Plan View



Cross Section Detail



Foundation Detail

the milligan studio

Office Location:
459 Selby Ave St.
Paul, MN 55102

(651) 756-7683

Project:

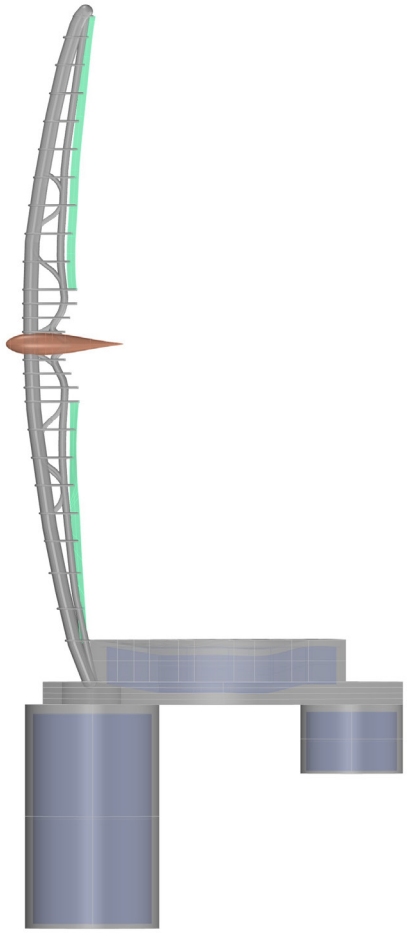
Sky Plough: Madison, Wisconsin

Date: 04/06/2026.

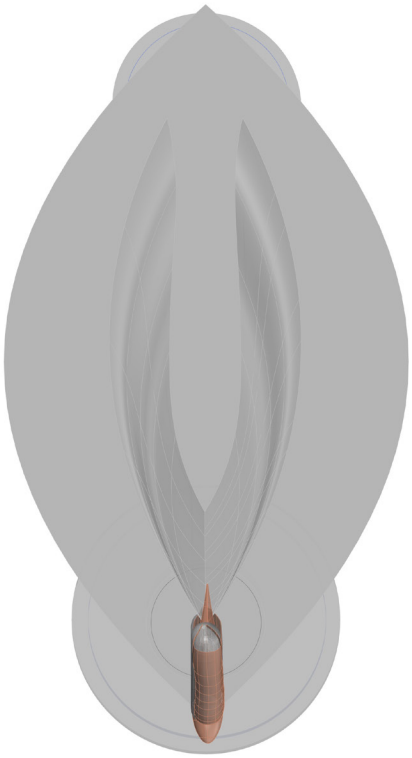
3D Renders.

Notes:

Proposed art subject to city council approval.

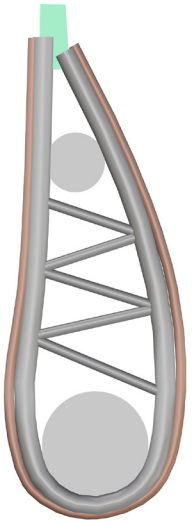


Structural Frame and Fondation Section View



Concrete and Foundation Plan View

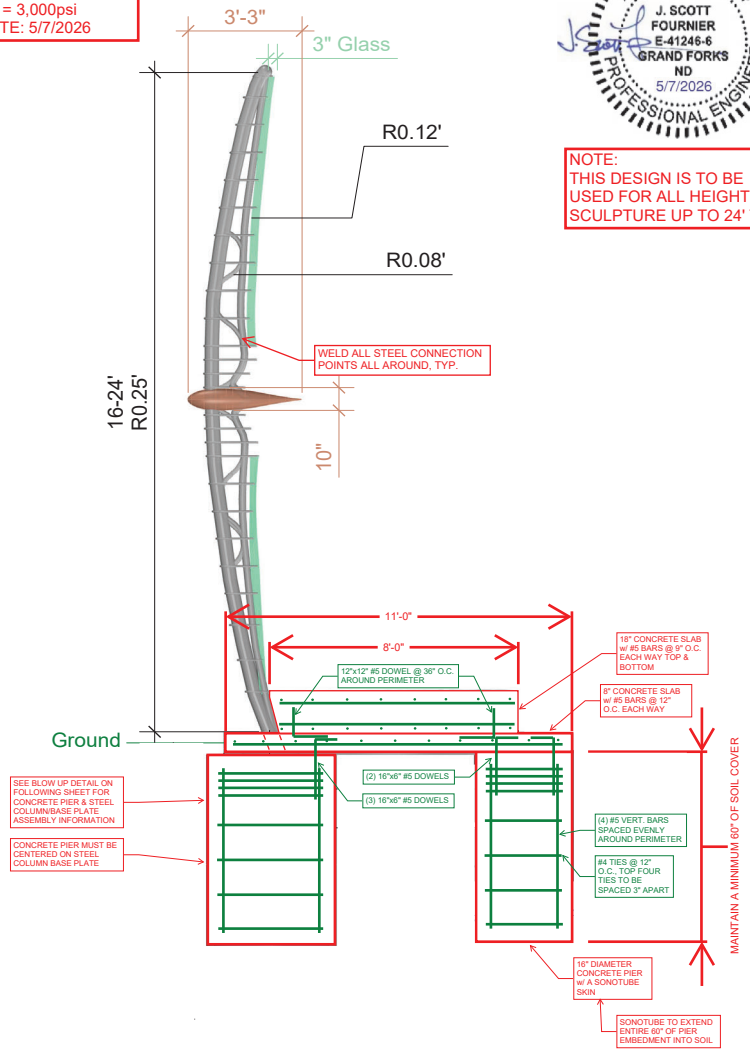
Foundation Detail



Cross Section Detail

the milligan studio	Office Location: 459 Selby Ave St. Paul, MN 55102 (651) 756-7683	Project: Sky Plough: Madison, Wisconsin	Date: 04/06/2026. 3D Renders.	Notes: Proposed art subject to city council approval.

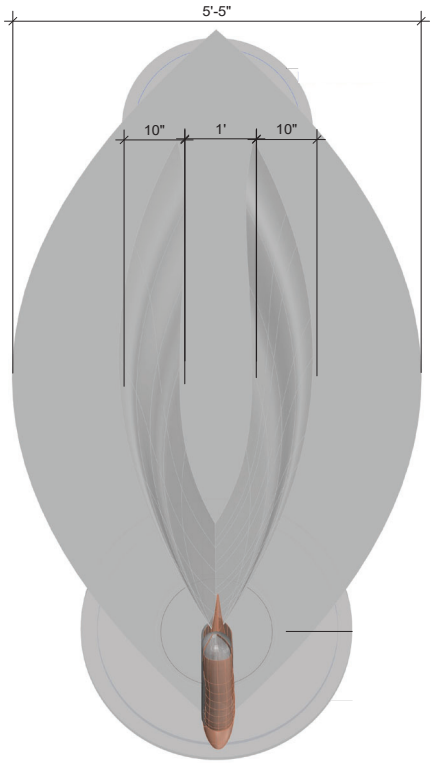
IBC 2021
WIND V = 100MPH
EXPOSURE = C
RISK CATEGORY = I
F'c = 3,000psi
DATE: 5/7/2026



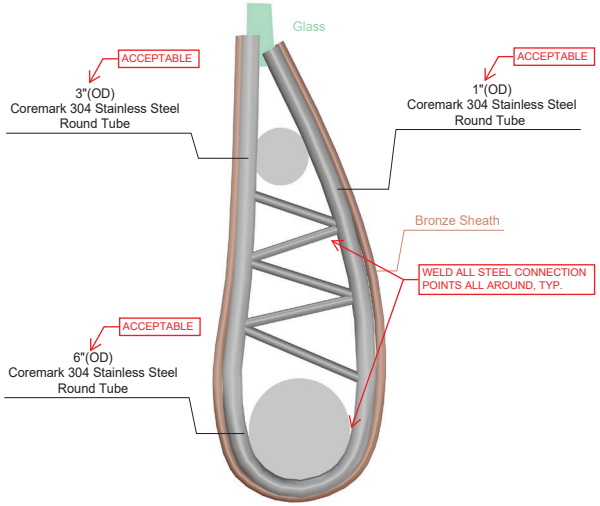
Structural Frame and Fondation Section View

WISCONSIN
J. SCOTT FOURNIER
E-41246-6
GRAND FORKS
ND
5/7/2026
PROFESSIONAL ENGINEER

NOTE:
THIS DESIGN IS TO BE USED FOR ALL HEIGHTS OF SCULPTURE UP TO 24' TALL

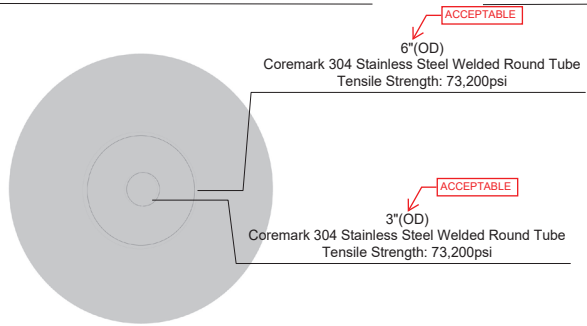


Concrete and Foundation Plan View



Sample Cross Section
Size Varies

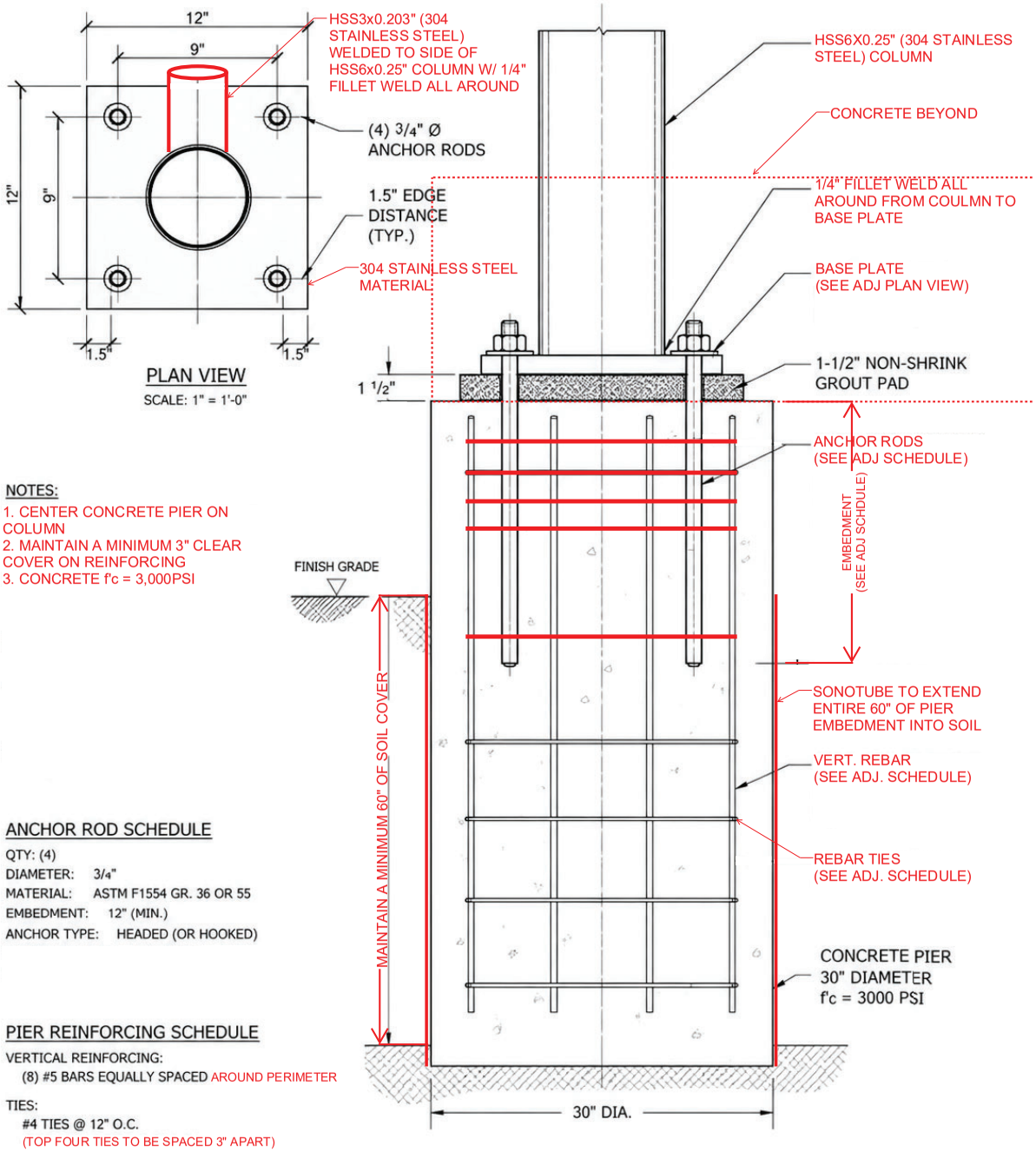
Cross Section Detail



Foundation Detail

the milligan studio	Office Location: 459 Selby Ave St. Paul, MN 55102 (651) 756-7683	Project: Sky Plough: Madison, Wisconsin	Date: 04/06/2026. 3D Renders.	Notes: Proposed art subject to city council approval.

595



NOTES:

1. CENTER CONCRETE PIER ON COLUMN
2. MAINTAIN A MINIMUM 3" CLEAR COVER ON REINFORCING
3. CONCRETE f'c = 3,000PSI

ANCHOR ROD SCHEDULE

QTY: (4)
DIAMETER: 3/4"
MATERIAL: ASTM F1554 GR. 36 OR 55
EMBEDMENT: 12" (MIN.)
ANCHOR TYPE: HEADED (OR HOOKED)

PIER REINFORCING SCHEDULE

VERTICAL REINFORCING:
(8) #5 BARS EQUALLY SPACED AROUND PERIMETER

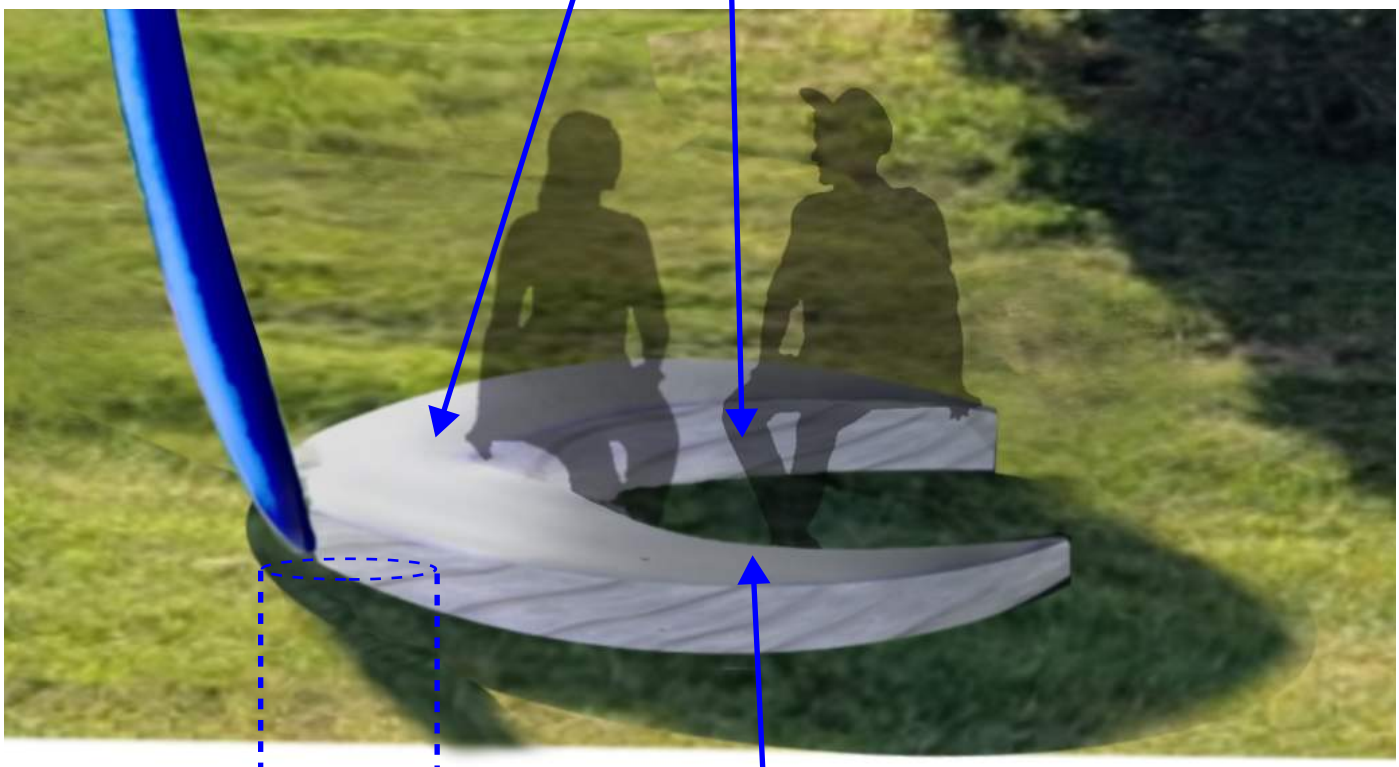
TIES:
#4 TIES @ 12" O.C.
(TOP FOUR TIES TO BE SPACED 3" APART)

From "Presentation with Estimate" PDF.

The bench is the 18" slab?

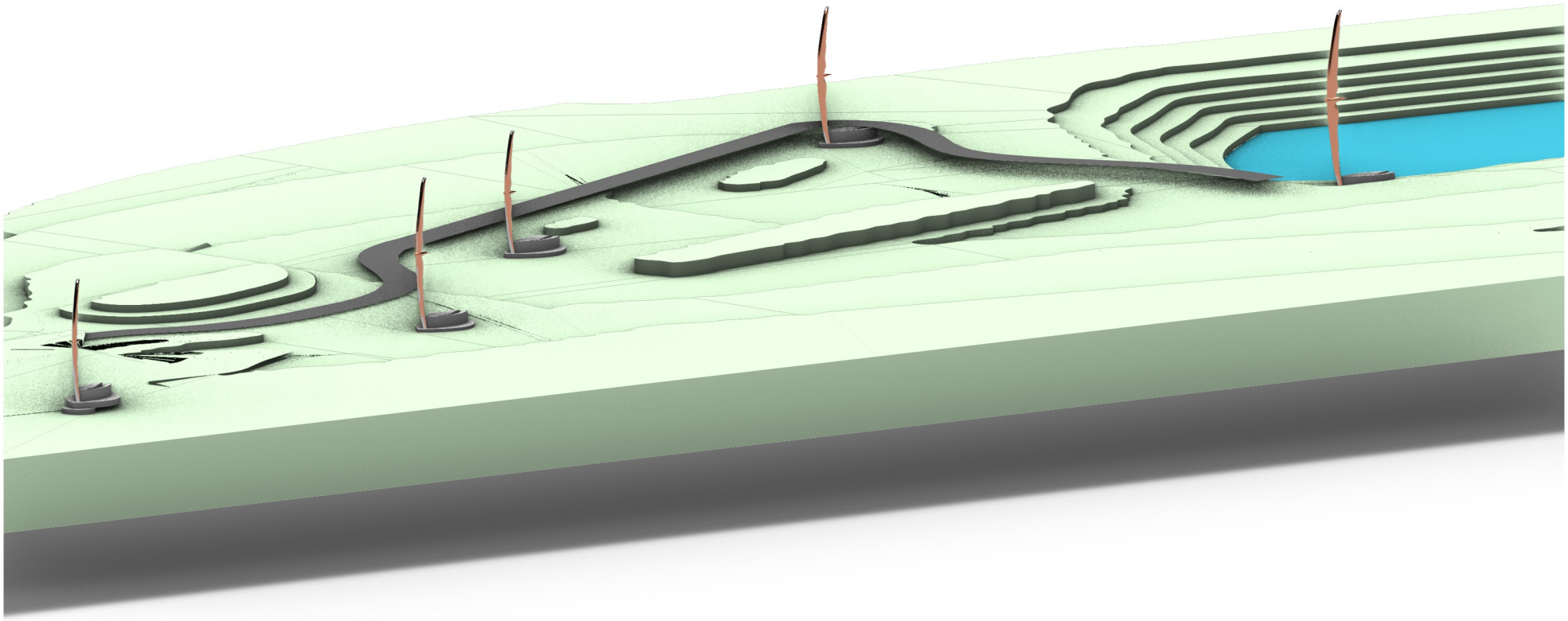
Where is the 8" slab?

Enlargement of the bench area



Where does second bas go to support the 8" slab?

Main front base for support and where electrical will come in



ITEMIZED BUDGET ESTIMATE

Note: The budget covers installation of five sculptures in patinated blue bronze with custom shatter-resistant glass panels and interior lighting. Prices are valid for 45 days due to current tariff volatility.

MATERIALS

GLASS & METAL

Paul Wissmach Glass Co (including discount and shipping) Smooth 3mm 240case 224.00 ft² @ 3 @ 14 per foot		$9,408
50 lb bags 96-01 crystal clear coarse frit 8 @ $434		$3,474
Custom findings in stainless steel and acrylic:		$575
Bronze sheet 20 sheets 2 x 10 @ $18.00/lb		$18,563
Round Tube 304 Stainless Steel 6 inch 11-gauge 20 ft	7 @ $2126 each	$14,885
Round Tube 304 Stainless Steel 3 inch 14-gauge 20 ft	13 @ $553.53 each	$7,196
Round Tube 304 Stainless Steel 1 inch 11-gauge 20 ft	8 @ $165.92 each	$1,327
Round Tube 304 Stainless Steel 3/4 inch 14-gauge 20 ft	7 @ $201.77 each	$1,412
Flat Bar 304 Stainless Steel 1 inch x 1/8 inch x 12 ft	26 @ $31.16 each	$810
10,000 Stainless Steel Rivets	8 @ $250 per package	$2,000
Rubber modelling materials for concrete wave patterns		$1,000

LIGHTING SYSTEM $20,000

Milligan Studio will install the interior lighting system during fabrication, while the project electrician is responsible for connecting it to the site's electrical supply.

Materials Sub Total: $80,650

CONSUMABLES

Kiln Shelf paper 2 @ $350 per roll	$700
Cutting blades hand & disk (diamond for glass)	$250
Welding rods 7 @ $100	$700
Spools 2 @ $100	$200
Drill bits	$150
Cutting disks	$400
Saw blades	$200
Tri-mix gas $300 @ 5 bottles	$1,500
Patination chemicals 5 gal. Blue Patinas Cupric Nitrate / 5 gal. & Green patinas & Clear Guard 10 gallons (Plus Delivery)	$2,500

Consumables Sub Total: $6,600

LABOUR

Fabrication (including Fabrication/mould design & shuttering for benches and plinth)	
$75 lead metal/concrete artist x $30 assistant @ 1,260 hours x $105	$132,300
$75 lead glass artist x 500 hours x $30 assistant @ 250 hours	$45,000

DESIGN FEES Already paid through contract with A/E Sketchworks, LLC $52,080

This scope of services for the project contract between The Milligan Studio and Sketchworks, specifically covers the Design Fee portion of the overall project. Included in this contract: The Studio will make itself available for all meetings, including weekly design team meetings and community meetings at the site. Throughout the design process, The Milligan Studio provided structural drawings & renderings.

INSTALLATION

$50 x 3 artist/assistants x 40 hours (including travel time)	$6,000
Structural Engineer/Safety Review	$6,000
Metal & Glass (2) Studios & the Portable Studio for installation (Artstream/Airstream) chargeback for dedicated studio space, misc elements related to practice such as disposal buckets & brushes and paint thinner, electricity, water, insurance, storage) 14 months @ $3,800 per month	$53,200
Transportation of work to Installation site (290 miles one way x 2) 580 miles total @ $0.75 per mile x 3 Studio members	$1,305
Installation per diem for one week for 3 Studio members @ $65.00	$1,365
Hotel (Two rooms)	$1,600
Rental of Trucks for installation	$1,500
Crane @ $300 8 hours	$2,400

Labor Costs: **$302,750**

Project Total $390,000*

Paid via contract with Sketchworks LLC $52,080

Contract with City of Madison $337,920

ELD Series

24VDC Plug-In LED Driver

IP65

24V DC

ELD Series

24VDC Plug-In LED Driver

Features

- Plug-and-Play Option: Available with an input plug-in version
- 12V/24VDC Models: 100W to 300W options available
- Ultra-Slim: 100W model under 0.8" for tight spaces
- Ideal for Controllers: Powers any low-voltage system
- UL Certified & IP65 Rated: Safe for wet or dry use
- High Efficiency: Up to 90% at full load

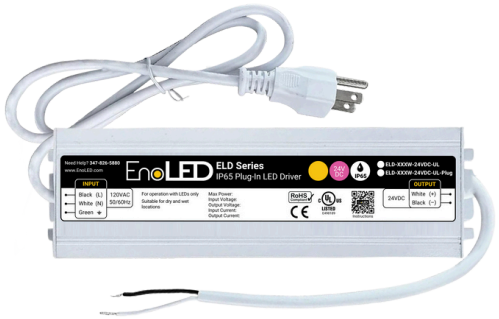
Applications

- LED strip
- LED tape
- Cove lights
- Linear lights
- Puck lights

Ordering info

Direct Wire Version

Ordering Code	Max Load	Vin	Vout
ELD-100W-24VDC-UL	100W	120VAC	24VDC
ELD-200W-24VDC-UL	200W	120VAC	24VDC
ELD-300W-24VDC-UL	300W	120VAC	24VDC



Plug-In Version

Ordering Code	Max Load	Vin	Vout
ELD-100W-24VDC-UL-Plug	100W	120VAC	24VDC
ELD-200W-24VDC-UL-Plug	200W	120VAC	24VDC
ELD-300W-24VDC-UL-Plug	300W	120VAC	24VDC

Wiring Diagram

ELD Series

24VDC Plug-In LED Driver

Specifications

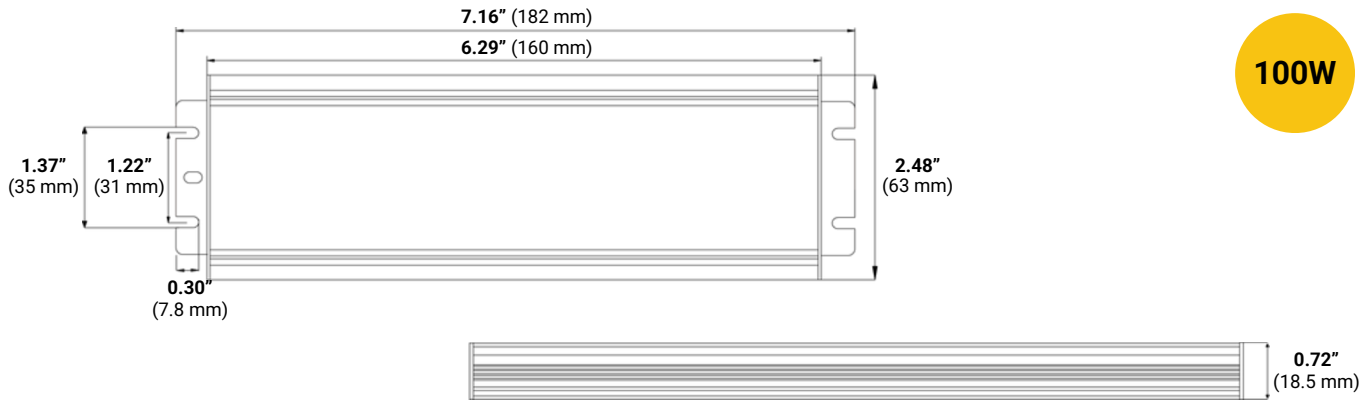
Input Ordering Code:	ELD-100W-24VDC-UL	ELD-200W-24VDC-UL	ELD-300W-24VDC-UL
Input Voltage Range:	100-264VAC	100-264VAC	100-264VAC
Input Frequency:	50-60Hz	50-60Hz	50-60Hz
Input Current:	1.47A max	3.05A max	4.53A max
Inrush Current:	55A max	60A max	60A max
Efficiency:	90%	89%	89%
Power Factor:	PF>0.6	PF>0.6	PF>0.6
No-load Power Consumption:	<3W	<3W	<3W
Control Surge Capability:	L,N:2KV L,N-PE:4KV	L,N:2KV L,N-PE:4KV	L,N:2KV L,N-PE:4KV
Leakage Current:	0.5mA max	0.5mA max	0.5mA max
THD:	>20%	>20%	>20%
Output			
Output Voltage:	24VDC	24VDC	24VDC
Maximum Load:	**100W**	**200W**	**300W**
Output Current @ Max Load:	4.2A	8.5A	12.5A
Output Ripple (Peak-to-Peak):	≤240mV	≤240mV	≤240mV
Line Regulation:	±1%	±1%	±1%
Load Regulation:	±1%	±1%	±1%
Turn on delay time:	600ms	600ms	600ms
Environmental			
Operating Ambient Temp.:	-40°F - 104°F (-40°C - 40°C)	-40°F - 104°F (-40°C - 40°C)	-40°F - 104°F (-40°C - 40°C)
Maximum Case Temp. (Tcase):	80°C	80°C	80°C
Storage Temp.:	-40°C ~ 80°C, 10~95%RH	-40°C ~ 80°C, 10~95%RH	-40°C ~ 80°C, 10~95%RH
Ingress Protection (IP):	IP65	IP65	IP65
Expected Lifetime:	100k hours at 70C	100k hours at 70C	100k hours at 70C
Protection			
Over Current Protection:	Shut down, re-power after fault condition is removed		
Over Temperature Protection:	Shut down, re-power after fault condition is removed		
Overload Protection:	CC Mode ≥110%~150%, shut down, re-power after fault condition is removed		
Short Circuit Protection:	Shut down, re-power after fault condition is removed		
Enclosure			
Dimensions:	7.16” x 2.48” x 0.72”	9.37" x 2.28" x 1.25"	8.97” x 2.83" x 1.25"
Material:	Aluminium	Aluminium	Aluminium
Finish:	White / Gray	White / Gray	White / Gray
Connection type:	Plug-In / Direct Wire	Plug-In / Direct Wire	Plug-In / Direct Wire
Weight:	0.4kg	0.75kg	0.9kg

ELD Series

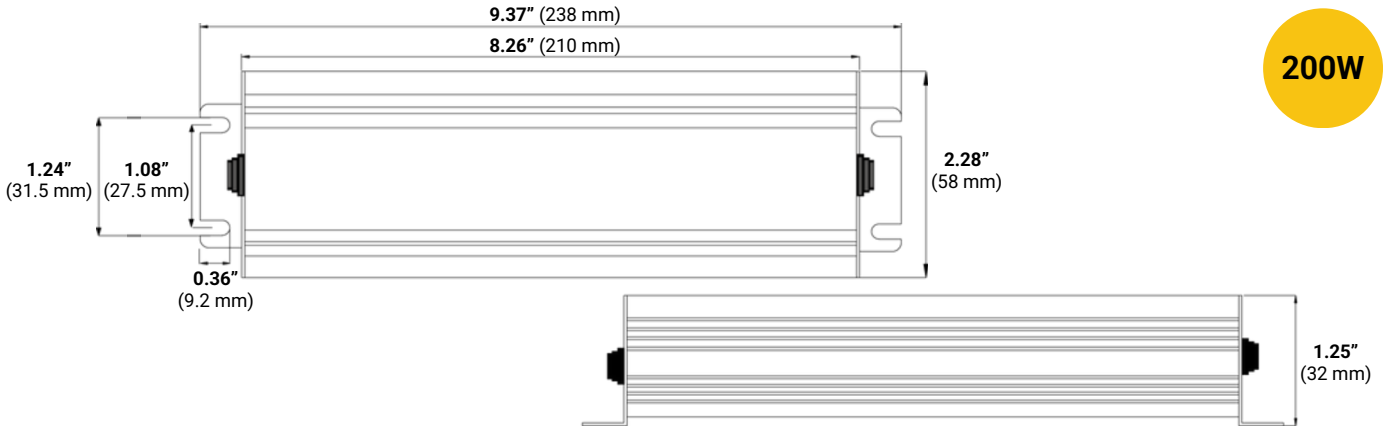
24VDC Plug-In LED Driver

Mechanical Diagrams

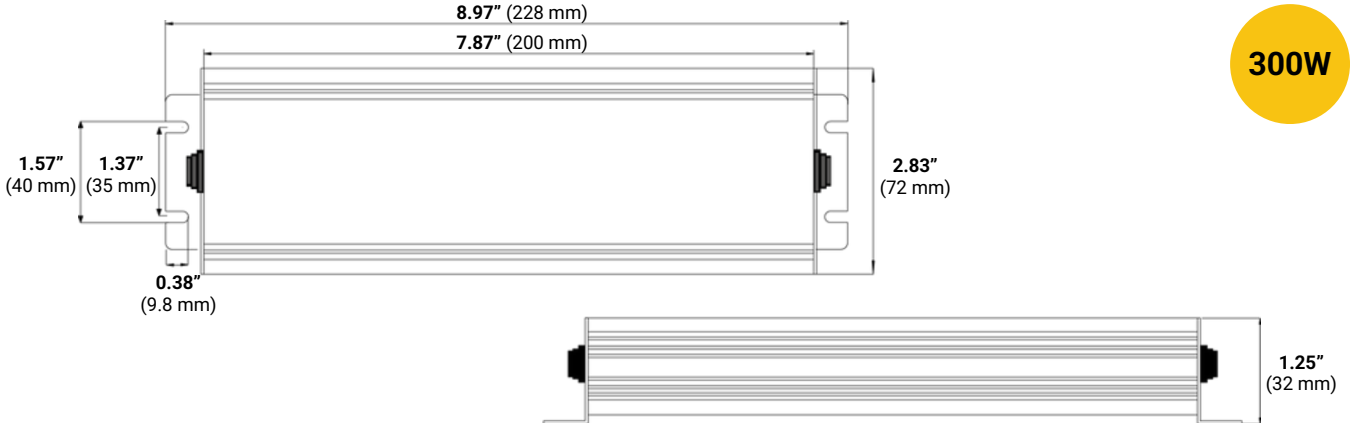
100W



200W

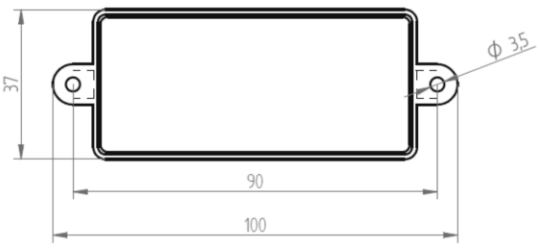


300W



Ver. 102125

CASAMBI LIGHT CONTROL CBU-PWM4 IP65



CASAMBI READY

IP65

CE

Technical data	**CCT, RGB, RGB+W, 1..4 CH**
Part no.	808885
Type	DIBTPRO14 - 144
Power supply input	12..24 Vdc
Radio signal	2,4..2,483 GHz; 4 dBm
Max. output power	72 W
Max. output power	144 W
PWM frequency	~ 400 Hz
Ambient temperature (ta)	20..+45 °C
Rated Max. temp. (tc)	75 °C
Degree of Protection	IP 65
Dimensions	100 x 37 x 24 mm *without cable*

LED dimmer with IP65 Protection, easily operated by smartphone or tablet (Apple, Android) with the CASAMBI app

For LED strips and other modules for constant voltage

For up to 4 channels (colour mixture or single light sources) freely configurable

Free App from CASAMBI (Apple/Android):
- control of brightness and light colour
- configuration of luminaires and luminaires networks
- creation of scenes and animations (colour gradients)
- automatic detection of new devices
- intelligent timer and gallery functions
- protection settings of your luminaires network ("just me", "with password",...)

You can setup a gateway, but it is not necessary

Integrated antenna
drawing: grey marking, do not cover with metal case)

Fixed rubber connection cables, each 15 cm

Protection class: 3

Pollution degree: 1

Do not insert switches into the secondary circuit!

App for iOS

App for Android

* Parameters tolerance +/- 7%

Glow67 Pro Series

24V DC IP67 Dot-less High-Power LED Tape

IP67

c UL us LISTED

Glow67 Pro Series

24VDC IP67 Dot-less High-Power LED Tape

IP67 c UL us LISTED

Features

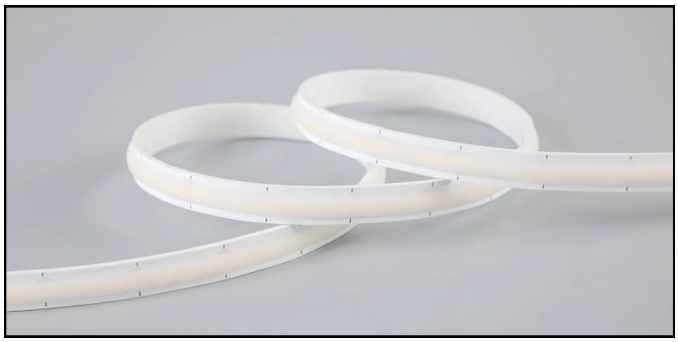
- Dot-less lighting ensures smooth, uniform illumination for a premium look.
- 90+ CRI delivers vibrant, accurate color representation.
- Up to 753 lumens per foot for bright, efficient lighting.
- Ultra-flexible design with a slim profile for easy installation.
- Compatible with 0-10V, MLV, ELV, and smart wireless dimming options.
- Cuttable every 1.04 inches (26.5 mm) for precise customization.
- IP67 waterproof rating ensures durable performance indoors and outdoors.
- Backed by a 50,000-hour lifespan, a 6-year warranty, and UL/CE certification.

Specifications

Available Color Temperatures:

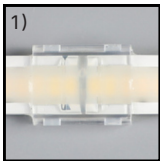
2700K 3000K 3500K 4000K 5000K 6500K

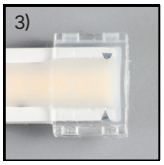
Input voltage:	24VDC
CRI:	90
Power:	5.8W/ft
Lumens:	753lm/ft
Cut Length:	1.04" (26.3mm)
Environment:	IP67
Dimensions (W x H):	0.47″ x 0.18″ (12 × 4.5mm)
Beam Angle:	150°
Maximum run:	25ft (145 Watts)
Lamp Life:	50,000 Hours
Operating Temp:	-4°F to 113°F (-20°C to 45°C)
Adhesive:	3M
Warranty:	5 years
Dimming Control:	• Incandescent • CFL/LED • MLV • ELV • 0-10V • Dimmer switch / wireless app & wall switch.

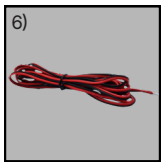


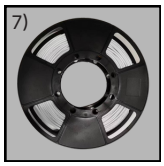
Connectors and Wire

Ordering Code	Description
1) Glow67-TT	0.47"(12mm) Tape to tape connector
2) Glow67-TW	0.47"(12mm) Tape to wire connector with a 11.8"lead wire
3) Glow67-EC	0.47"(12mm) End cap
4) Glow67-WC	0.47"(12mm) Wall Clip and Two Screws
5) Glow67-SS	Wet Location Silicone Sealant
6) WS-2P-15	15ft 2 Pin 15ft Wire Spool
7) WS-2P-250	250ft 2 Pin 250ft Wire Spool

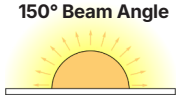








150° Beam Angle



Glow67 Pro Series

24VDC IP67 Dot-less High-Power LED Tape

IP67 c UL us LISTED

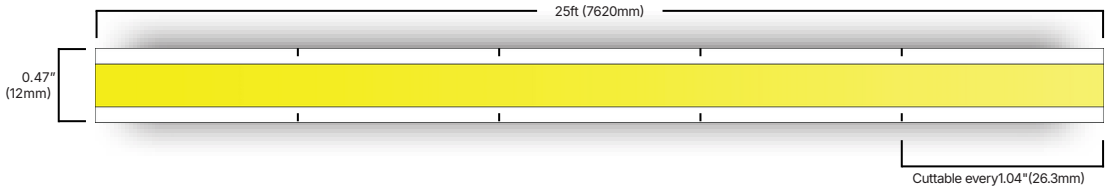
Performance Table

Ordering Code	Length	Voltage	CCT	CRI	Wattage	Lumens	Cuttable	IP Rating
Glow67								
Glow67-27-16	16.4ft	24VDC	2700K	90+	5.8W/ft	703lm/ft	1.04″	IP67
Glow67-30-16	16.4ft	24VDC	3000K	90+	5.8W/ft	723lm/ft	1.04″	IP67
Glow67-35-16	16.4ft	24VDC	3500K	90+	5.8W/ft	744lm/ft	1.04″	IP67
Glow67-40-16	16.4ft	24VDC	4000K	90+	5.8W/ft	753lm/ft	1.04″	IP67
Glow67-50-16	16.4ft	24VDC	5000K	90+	5.8W/ft	750m/ft	1.04″	IP67
Glow67-65-16	16.4ft	24VDC	6500K	90+	5.8W/ft	743lm/ft	1.04″	IP67
Glow67-27-164	164ft	24VDC	2700K	90+	5.8W/ft	703lm/ft	1.04″	IP67
Glow67-30-164	164ft	24VDC	3000K	90+	5.8W/ft	723lm/ft	1.04″	IP67
Glow67-35-164	164ft	24VDC	3500K	90+	5.8W/ft	744lm/ft	1.04″	IP67
Glow67-40-164	164ft	24VDC	4000K	90+	5.8W/ft	753lm/ft	1.04″	IP67
Glow67-50-164	164ft	24VDC	5000K	90+	5.8W/ft	750m/ft	1.04″	IP67
Glow67-65-164	164ft	24VDC	6500K	90+	5.8W/ft	743lm/ft	1.04″	IP67

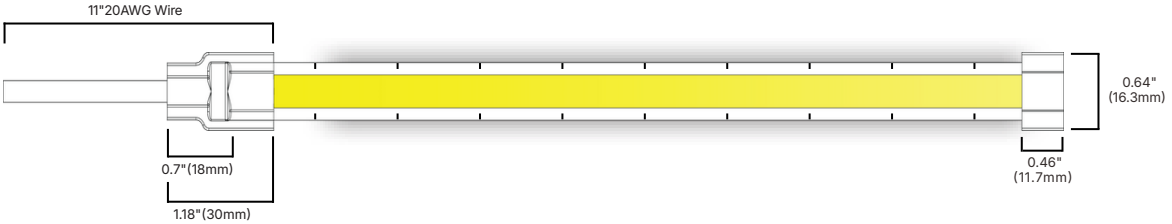
Available with 30 days lead time

Mechanical Diagrams

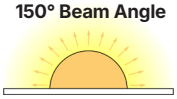
Glow67



Connections



150° Beam Angle



Glow67 Pro Series

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IP67 c UL us LISTED

Recommended 24V LED Drivers

Phase Cut Dimmable (Incandescent / CLF / LED / MLV / ELV)

XRD Dimmable LED Driver Series

Ordering Code	Input Voltage	Output Voltage	Max Load	Class	Environment	Dimensions
XRD-40W-24VDC	120VAC	24VDC	40W	Yes	IP21	6.20″ x 1.85″ x 1.35″
XRD-60W-24VDC	120VAC	24VDC	60W	Yes	IP21	6.20″ x 1.85″ x 1.35″
XRD-75W-24VDC	120VAC	24VDC	75W	Yes	IP21	6.20″ x 1.85″ x 1.35″
XRD-96W-24VDC	120VAC	24VDC	96W	Yes	IP21	6.20″ x 1.85″ x 1.35″

MX1 High Power Dimmable LED Driver Series

Ordering Code	Input Voltage	Output Voltage	Max Load	Class	Environment	Dimensions
MX1-150W-24VDC	120VAC	24VDC	150W	Yes	IP65	6.57″ x 3.85″ x 1.64″
MX1-200W-24VDC	120VAC	24VDC	200W	Yes	IP65	6.57″ x 3.85″ x 1.64″

MX2 Multi-Output Dimmable LED Driver Series

Ordering Code	Input Voltage	Output Voltage	Max Load	Class	Environment	Dimensions
MX2-192W-24VDC	120VAC	24VDC	96W x 2	Yes	IP65	3.96"x 1.61″ x 7.67″
MX2-288W-24VDC	120VAC	24VDC	96W x 3	Yes	IP65	3.96″ x 1.61″ x 10.23″

MRD Dimmable LED Driver Series

Ordering Code	Input Voltage	Output Voltage	Max Load	Class	Environment	Dimensions
MRD-40W-24VDC	120VAC	24VDC	40W	Yes	IP21	3.31″ x 1.57″ x 0.98″
MRD-60W-24VDC	120VAC	24VDC	60W	Yes	IP21	3.31″ x 1.57″ x 0.98″
MRD-75W-24VDC	120VAC	24VDC	75W	Yes	IP21	3.31″ x 1.57″ x 0.98″
MRD-96W-24VDC	120VAC	24VDC	96W	Yes	IP21	3.31″ x 1.57″ x 0.98″

0-10V Dimmable

NanoDrive 0-10V Dimmable LED Driver Series

Ordering Code	Input Voltage	Output Voltage	Max Load	Class	Environment	Dimensions
NANO-40W-24VDC	120-277VAC	24VDC	40W	Yes	IP54	10.35″ x 2.55″ x 1.53″
NANO-60W-24VDC	120-277VAC	24VDC	60W	Yes	IP54	10.35″ x 2.55″ x 1.53″
NANO-96W-24VDC	120-277VAC	24VDC	96W	Yes	IP54	10.35″ x 2.55″ x 1.53″

Non-Dimmable

ELD Plug-in Series

Ordering Code	Input Voltage	Output Voltage	Max Load	Class	Environment	Dimensions
ELD-60W-24VDC-UL	120VAC	24VDC	60W	Yes	IP65	8" x 2.4" x 0.78"
ELD-100W-24VDC-UL	120VAC	24VDC	100W	Yes	IP65	8" x 2.4" x 0.78"
ELD-150W-24VDC-UL	120VAC	24VDC	150W	Yes	IP65	9.3" x 2.48" x 1.25"
ELD-200W-24VDC-UL	120VAC	24VDC	200W	Yes	IP65	9.3" x 2.48" x 1.25"

SURFACE14 EE7F/TY

max 14 mm

surface
nawierzchniowe
Aufbauprofile
surface

furniture
meblowe
Möbel-
mobilier

- hidden mounting
- many system accessories available

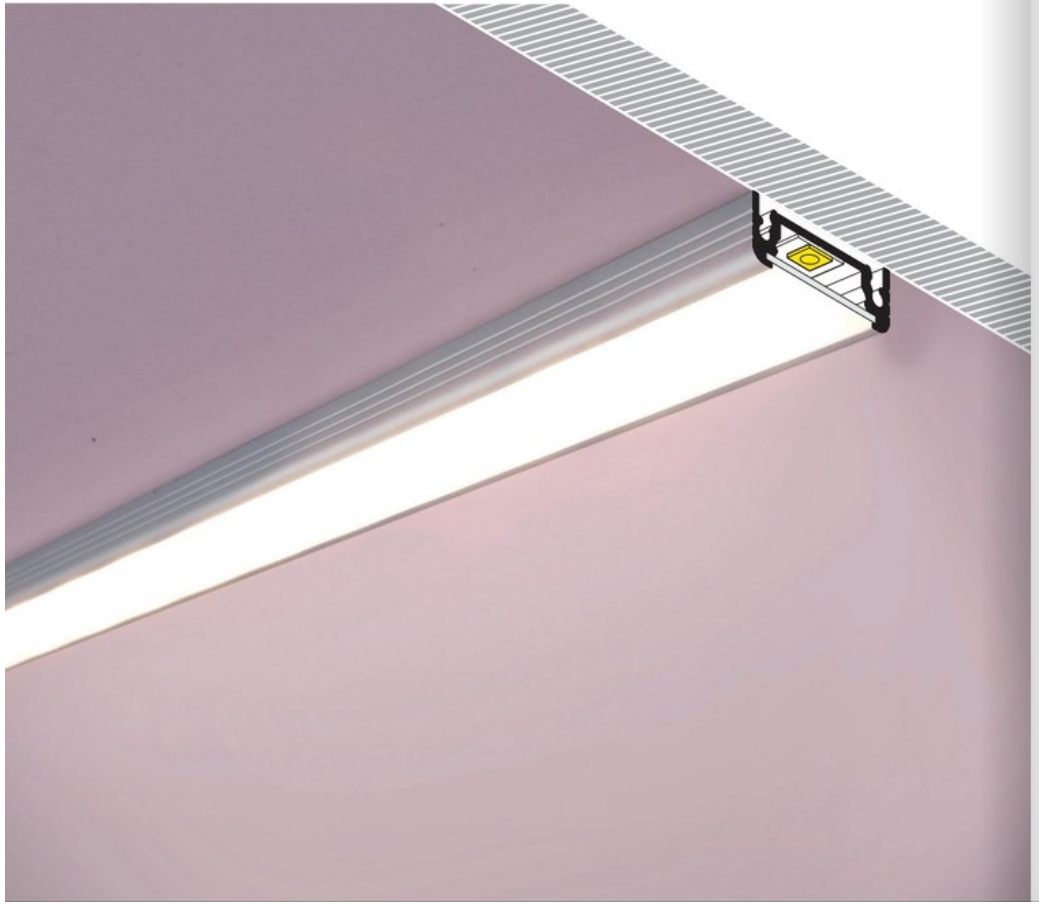
- ukryte mocowanie
- wiele akcesoriów systemowych do wyboru

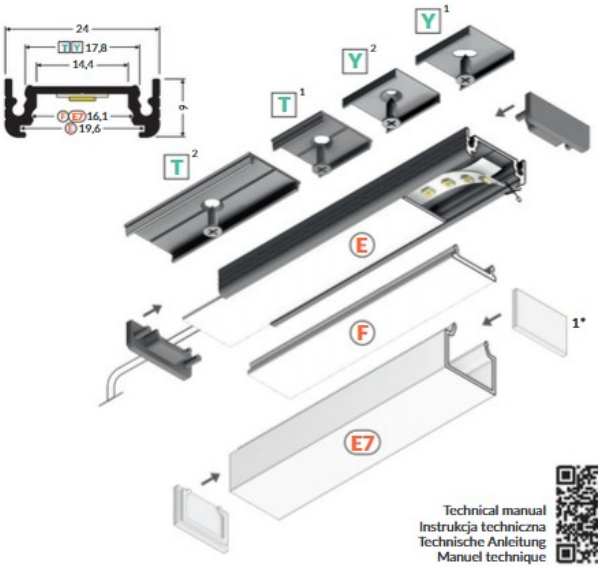
- eine versteckte Befestigung
- viele Systemzubehörteile zur Auswahl

- fixation cachée
- de nombreux accessoires du système au choix

more information

więcej szczegółów





Technical manual
Instrukcja techniczna
Technische Anleitung
Manuel technique

Y¹ → 235
mounting plate Y
uchwyt Y
Halter Y
fixation Y

Y² → 235
mounting plate Y cone
uchwyt Y cone
Halter Y cone
fixation Y cône

T¹ → 231
mounting plate T
uchwyt T
Halter T
fixation T

T² → 231
connector T 180 deg
łącznik T 180 st
Verbinder T 180 Grad
connecteur T 180 degrés

E → 226
diffuser E slide
klosz E wsuwany
Abdeckung E einschiebbar
diffuseur E coulissant

F → 227
diffuser F click
klosz F klik
Abdeckung F einclipsbar
diffuseur F clic

E7 → 226
diffuser E7 click
klosz E7 klik
Abdeckung E7 einclipsbar
diffuseur E7 clic

1* → 226
end cap E7
zaślepka E7
Endkappe E7
embout E7

	white painted biały malowany weiß lackiert peint en blanc	anodized anodowany eloxiert surface anodisée	black anodized czarny anodowany schwarz eloxiert noir anodisé	raw aluminium surowe aluminium Rohaluminium aluminium brut
1000 mm	A2010001	A2010020	A2010021	A2010000
2000 mm	A2020001	A2020020	A2020021	A2020000
3000 mm	A2170001	A2170020	A2170021	A2170000
4050 mm	A2180001	A2180020	A2180021	A2180000

end cap SURFACE14 gen2
zaślepka SURFACE14 gen2
Endkappe SURFACE14 gen2
embout SURFACE14 gen2

white biały weiß blanc	silver srebrny silbern argent
A2980001	A2980040
black czarny schwarz noir	grey szary grau gris
A2980002	A2980022

end cap SURFACE14 gen2 with hole
zaślepka SURFACE14 gen2 z otworem
Endkappe SURFACE14 gen2 mit Öffnung
embout SURFACE14 gen2 avec un trou

white biały weiß blanc	silver srebrny silbern argent
A2970001	A2970040
black czarny schwarz noir	grey szary grau gris
A2970002	A2970022

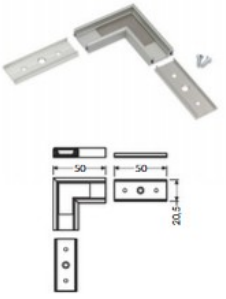
connector SURFACE14
łącznik SURFACE14 90 st
Verbinder SURFACE14 90 Grad
connecteur SURFACE14 90 degrés

material: aluminium
materiał: aluminium
Material: Aluminium
matériel: aluminium

white painted
biały malowany
weiß lackiert
peint en blanc
A2990001

anodized
anodowany
eloxiert
surface anodisée
A2990020

black anodized
czarny anodowany
schwarz eloxiert
noir anodisé
A2990021



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94045

File ID:	94045	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:	Water Utility Bonds 2026			**Final Action:**	

Title: Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026; and Providing for Other Details and Covenants with Respect Thereto and Authorizing an Amendment to the 2026 Water Utility Capital Budget.

Notes: 2026WaterUtilityBonds

INTRODUCED BY TITLE ONLY ON 7/21/2026

Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:	Item 2 - Memo - SDWLP Rev Bonds.pdf, Item 2 - Resolution - Madison Water Utility 2026 SDWLP Subordinate Water Bonds - Award Resolution.pdf.pdf, Item 2 - Legislation Details - SDWLP Rev Bonds.pdf	**Enactment Number:**	
Author:	Matthew Robles	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/14/2026	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/2726), Common Council (8/4/26)						
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text: A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.						
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.						

1	WATER UTILITY BOARD	07/28/2026	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE	Pass

Action Text: Motion by Alder Vidaver, seconded by Secretary Abrahamian, to RETURN TO LEAD WITH RECOMMENDATION FOR COMMON COUNCIL TO ADOPT Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026; and Providing for Other Details and Covenants with Respect Thereto and Authorizing and Amendment to the 2026 Water Utility Capital Budget. Motion carried by voice vote/other.

Text of Legislative File 94045

Fiscal Note

This resolution authorizes the sale and issuance of $10,369,862 subordinate water utility revenue bonds, series 2026 at an annual interest rate of 2.365% and repaid over the next 20 years. Annual debt service is estimated to be approximately $680,000 and will be paid from Water Utility revenues. Interest costs are anticipated to total $2.8 million over the next 20 years. The 2026 bond issuance will be awarded to the State of Wisconsin Department of Natural Resources (DNR), which administers the Safe Drinking Water Loan Program (SDWLP). This funding will be used for the Unit Well 12 reconstruction project (Munis #10452).

The Water Utility capital budget currently includes $10.0 million in funding for the project. $8.0 million was approved in the 2025 and 2026 budgets, and an additional $2.0 million was approved through a 2026 resolution (Legistar file 92748). The final revenue bond is $10,369,862, which is higher than the budget. This resolution further amends the project to increase budget authority by an additional $369,862.

Title

Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026; and Providing for Other Details and Covenants with Respect Thereto and Authorizing an Amendment to the 2026 Water Utility Capital Budget.

Body

Please see attached Award Resolution.

Madison Water Utility
www.madisonwater.org • 119 E Olin Ave, Madison, WI 53713 • TEL 608-266-4651 • FAX 608-266-4426

MEMORANDUM

Date: July 21, 2026

To: Mayor Satya Rhodes-Conway
City of Madison Common Council
City of Madison Finance Committee
Water Utility Board

From: January Vang, Interim General Manager
Pete Holmgren, Chief Engineer
Adam Wiederhoeft, Project Manager

Subject: Sale and Issuance of 2026 SDWLP Revenue Bonds and Amendment to the 2026 Water Utility Capital Budget for Funding Rehabilitate and Construction of Unit Well #12

RECOMMENDATION

Staff recommend authorizing the sale and issuance of subordinate revenue bonds related to the Unit Well #12 project as described in the related resolution and also amend the Utility's adopted 2026 Capital Budget by an additional $369,862 of budget authority to increase the total budget from $10.0 million to $10.370 million.

BACKGROUND

On April 24, 2026 Common Council awarded the construction contract for rehabilitating Unit Well #12, construction zone 7/8 PRV/PSV interconnection, & construct reservoir for a total bid cost of $8,354,409 to Joe Daniels Construction Co., Inc. of Madison. The estimated total project cost for the rehabilitation and construction is $10,369,862 million with $10,369,862 million being eligible for financing from the State's Safe Drinking Water Loan Program (SDWLP) that is administered by the State of Wisconsin Department of Natural Resources (DNR). The rehabilitation and construction of the project is expected to be completed by the end of 2027.

FUNDING FOR THE PROJECT

Madison Water Utility (Utility) has been approved to receive $10,369,862 million as a low-interest loan from the SDWLP for completing the rehabilitation of the facility. The SDWLP has an attractive annual interest rate of 2.365% and is repayable over a 20-year period.

The attached resolution authorizes the issue of $10,369,862 million in revenue bonds to the SDWLP, which provides security on the repayments related to the loan award. DNR plans to close the Utility's loan on August 26, 2026. In addition, the Utility is proposing to also

amend the Utility's adopted 2026 Capital Budget by authorizing an additional $369,862 of budget authority for the rehabilitation and construction of unit well 12 reconstruction project (Project Account No.10452-86-140/220). The additional $369,862 in Capital Budget authority would increase the project budget from approximately $10.0 million to $10.370 million.

The legislative path for this item is shown below.

7/21/26 – Common Council (introduction)
7/27/26 – Finance Committee
7/28/26 – Water Utility Board
8/04/26 – Common Council (final action)

ATTACHMENTS:
Resolution authorizing the sale and issuance of up to $10,369,862 subordinate water utility revenue bonds, series 2026; and providing for other details and covenants with respect thereto and authorizing an amendment to the 2026 Water Utility Capital Budget.

RESOLUTION NO.: RES-26-_____

RESOLUTION AUTHORIZING THE SALE AND ISSUANCE OF UP TO $10,369,862 SUBORDINATE WATER UTILITY REVENUE BONDS, SERIES 2026; AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO, AND AUTHORIZING AN AMENDMENT TO THE 2026 WATER UTILITY CAPITAL BUDGET

WHEREAS, the City of Madison, Wisconsin (the "**Municipality**") owns and operates a water system (the "**System**") which is operated for a public purpose as a public utility by the Municipality; and

WHEREAS, certain improvements to the System are necessary to meet the needs of the Municipality and the residents thereof, consisting of reconstructing Well No.12 pumphouse and to construct a new 1,000,000-gallon concrete reservoir on the Well No. 12 site. The pumphouse reconstruction will include the replacement of the existing well pump and motor, a new pressure reducing valve (PRV) and pressure safety valve (PSV), two high service pumps, new chemical feed equipment and SCADA equipment. The new 1,000,000-gallon concrete reservoir will replace the existing 150,000-gallon reservoir (collectively, the "**Project**"), as specified in Exhibit F to the Financial Assistance Agreement (as defined herein), which Project has been assigned Safe Drinking Water Loan Program Project No. 4837-15 by the State of Wisconsin Department of Natural Resources (the "**Department of Natural Resources**"), and as defined in Department of Natural Resources approval letters for the plans and specifications, or portions thereof, issued under Wisconsin Statutes Section 281.41, approved February 9, 2026 and assigned number W-2025-0627; and

WHEREAS, under the provisions of Section 66.0621 of the Wisconsin Statutes, as amended (the "**Act**"), any municipality may, by action of its governing body, provide for purchasing, acquiring, constructing, extending, adding to, improving, operating or managing a public utility from the proceeds of municipal obligations, including revenue bonds, which bonds shall be secured by a pledge of the revenues of the public utility to the owners of the bonds; and

WHEREAS, pursuant to resolutions adopted by the Common Council of the Municipality (the "**Governing Body**") on November 6, 2007 (the "**2007 Resolution**"), December 1, 2015, December 4, 2018, December 3, 2019, and December 9, 2025 (collectively, including the 2007 Resolution, the "**Senior Resolutions**"), the Municipality has issued and outstanding multiple series of its water utility revenue bonds (the "**Senior Bonds**") to finance and refinance capital expenditures related to the System; and

WHEREAS, On October 3, 2023, the Governing Body adopted a resolution (the "**2023 Resolution**"), authorizing the sale and issuance of the Municipality's $4,675,000 Subordinate Water Utility Revenue Bonds, Series 2023, dated October 11, 2023 (the "**2023 Bonds**"), which bonds were purchased by the State of Wisconsin Safe Drinking Water Loan Program ("**SDWLP**") and are currently outstanding in the aggregate principal amount of $4,093,773.54; and

WHEREAS, on May 7, 2024, the Governing Body adopted a resolution (the "**2024A Resolution**"), authorizing the sale and issuance of the Municipality's $3,365,000 Subordinate Water Utility Revenue Bonds, Series 2024A, dated May 22, 2024 (the "**2024A Bonds**"), which bonds were purchased by the SDWLP and are currently outstanding in the aggregate principal amount of $2,326,548.12; and

Whereas, on July 2, 2024, the Governing Body adopted a resolution (the "**2024B Resolution**"), authorizing the sale and issuance of the Municipality's up to $2,932,862 Subordinate Water Utility Revenue Bonds, Series 2024B, dated July 24, 2024 (the "**2024B Bonds**"), which bonds were purchased by the SDWLP and are currently outstanding in the aggregate principal amount of $3,089,064.07; and

WHEREAS, no outstanding obligations other than the Senior Bonds, the 2023 Bonds, the 2024A Bonds, and the 2024B Bonds are payable from the income and revenues derived from the operation of the System; and

WHEREAS, the Municipality deems it to be necessary, desirable, and in its best interest to sell and issue up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026 (the "**Bonds**"), payable on a junior and subordinate basis to the Senior Bonds and on a parity and equality of rank with the 2023 Bonds, the 2024A Bonds, and the 2024B Bonds (collectively, the "**Outstanding Bonds**"), solely from the revenues of the System, pursuant to the provisions of the Act, to pay the cost of the Project; and

WHEREAS, the 2023 Resolution authorizes the issuance of additional bonds on a parity and equality of rank with the Outstanding Bonds upon compliance with the conditions set forth under Section 11 thereof (the "**Additional Bonds Test**"); all conditions set forth in the Additional Bonds Test have been satisfied prior to the issuance of the Bonds; and

WHEREAS, in accordance with Section 66.0621(4)(a)2 of the Wisconsin Statutes and this resolution, (i) interest on the Bonds will be payable at least annually, and (ii) payment of principal on the Bonds will commence not later than three years after the date of issuance of the Bonds;

NOW, THEREFORE, be it resolved by the Governing Body of the Municipality that:

Section 1. Definitions.

In addition to the capitalized terms defined in the recitals above, capitalized terms not otherwise defined in this resolution shall have the meanings set forth below unless the context requires another meaning.

(a) "**Act**" means Section 66.0621 of the Wisconsin Statute.;

(b) "**Bond Registrar**" means the Municipal Treasurer, who shall act as registrar and paying agent for the Bonds.

(c) "**Bonds**" means the Municipality's up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026, dated the Original Issue Date, authorized to be issued by this Resolution.

(d) "**Bond Year**" means the twelve-month period ending on each May 1.

(e) "**Current Expenses**" means the reasonable and necessary cost of operating, maintaining, administering, insuring, and repairing the System. Current Expenses shall be determined in accordance with generally accepted accounting principles and shall include, but not be limited to, salaries and wages, premiums for insurance, and the cost of materials, supplies, and audits. Current Expenses shall exclude allowances for depreciation, debt service on obligations of the System, tax equivalents, and capital expenditures.

(f) "**Debt Service Fund**" means the Water Utility Subordinate Special Redemption Fund of the Municipality created and established under Section 6 of the 2023 Resolution and affirmed and continued in this Resolution for payment of the Bonds, the Outstanding Bonds, and any Parity Bonds, which fund shall be the "special redemption fund", as such term is defined in the Act, with respect to the Bonds.

(g) "**Financial Assistance Agreement**" means the Financial Assistance Agreement, dated the Original Issue Date, by and between the State of Wisconsin by the Department of Natural Resources and the Department of Administration and the Municipality pursuant to which the Bonds are to be issued and sold to the SDWLP, substantially in the form presented to the Governing Body and incorporated herein by reference.

(h) "**Fiscal Year**" means the twelve-month period ending on each December 31.

(i) "**Governing Body**" means the Municipality's Common Council, or such other body as may hereafter be the chief legislative body of the Municipality.

(j) "**Gross Earnings**" means the gross revenues of the System from all sources, excluding (i) customer deposits, (ii) collected taxes imposed by other governmental entities, and (iii) earnings on amounts held in the Special Redemption Fund, the Depreciation Fund, and any construction fund funded with proceeds of the Bonds or any issue of Parity Bonds.

(k) "**Junior Resolutions**" means collectively, the 2023 Resolution, the 2024A Resolution, the 2024B Resolution, and this Resolution.

(l) "**Municipal Treasurer**" means the Treasurer of the Municipality.

(m) "**Municipality**" means the City of Madison, Wisconsin.

(n) "**Net Revenues**" means Gross Revenues after deduction of Current Expenses, plus earnings on amounts held in the Special Redemption Fund.

(o) "**Original Issue Date**" means August 26, 2026.

(p) "**Outstanding Bonds**" has the meaning set forth in the recitals to this Resolution.

(q) "**Parity Bonds**" means bonds payable from the revenues of the System other than the Bonds and the Outstanding Bonds, issued on a parity and equality with the Bonds and the Outstanding Bonds pursuant to the restrictive provisions of Section 11(b) of the 2023 Resolution and continued in this Resolution, and subordinate to the Senior Bonds.

(r) "**Project**" means the Project defined in the recitals to this Resolution, all elements of which are to be owned and operated by the Municipality as part of the System.

(s) "**Record Date**" means the close of business on the fifteenth day of the calendar month next preceding any principal or interest payment date.

(t) "**SDWLP**" has the meaning set forth in the recitals to this Resolution.

(u) "**Senior Bonds**" has the meaning set forth in the recitals to this Resolution.

(v) "**Senior Parity Bonds**" mean any bonds issued on a parity and equality of rank to the Senior Bonds as provided in the Senior Resolutions.

(w) "**Senior Resolutions**" has the meaning set forth in the recitals to this Resolution.

(x) "**System**" means the water utility of the Municipality, which shall include all property of every nature now or hereafter owned by the Municipality for the extraction, collection, storage, treatment, transmission, distribution, metering, and discharge of domestic, industrial, and potable public water, or constituting part of, or used or useful in connection with, the water utility of the Municipality, including all appurtenances, contracts, leases, franchises, and other intangibles relating thereto.

(y) "**2023 Bonds**" has the meaning set forth in the recitals to this Resolution.

(z) "**2023 Resolution**" has the meaning set forth in the recitals to this Resolution.

(aa) "**2024A Resolution**" has the meaning set forth in the recitals to this Resolution.

(bb) "**2024B Resolution**" has the meaning set forth in the recitals to this Resolution.

Section 2. Authorization of the Bonds and the Financial Assistance Agreement.

For the purpose of paying the costs of the Project (including legal, fiscal, engineering and other expenses), there shall be borrowed on the credit of the income and revenues of the System the sum of up to $10,369,862 and fully registered revenue bonds of the Municipality are authorized to be issued in evidence thereof and sold to the SDWLP in accordance with the terms and conditions of the Financial Assistance Agreement, which is incorporated herein by this reference. The Mayor and the Clerk of the Municipality are hereby authorized, by and on behalf of the Municipality, to execute the Financial Assistance Agreement.

Section 3. Terms of the Bonds.

The Bonds shall be designated "Subordinate Water Utility Revenue Bonds, Series 2026"; shall be dated the Original Issue Date; shall be numbered one and upward; shall bear interest at the rate of 2.365% per annum, calculated on the basis of a 360-day year made up of twelve 30-day months; shall be issued in denominations of $0.01 or any multiple thereof; and shall mature on May 1 in the years and in the amounts as set forth in Exhibit B of the Financial Assistance Agreement and in the form of Bond attached hereto as Exhibit A. Interest on the Bonds shall be payable semiannually on May 1 and November 1 of each year, commencing November 1, 2026. The Bonds shall not be subject to redemption prior to maturity except as provided in the Financial Assistance Agreement.

The schedule of maturities of the Bonds is found to be such that the amount of annual debt service payments, taking in to account the debt service payments on the Senior Bonds and the Outstanding Bonds, is reasonable in accordance with prudent municipal utility practices.

Section 4. Form, Execution, Registration, and Payment of the Bonds.

The Bonds shall be issued as registered obligations in substantially the form attached hereto as Exhibit A and incorporated herein by this reference.

The Bonds shall be executed in the name of the Municipality by the manual signatures of the Mayor and the Clerk of the Municipality and shall be sealed with its official or corporate seal, if any.

The principal of, premium, if any, and interest on, the Bonds shall be paid by the Municipal Treasurer, who is hereby appointed as the Bond Registrar.

Both the principal of, and interest on, the Bonds shall be payable in lawful money of the United States of America by the Bond Registrar. Payment of principal of the final maturity on the Bonds will be payable upon presentation and surrender of the Bonds to the Bond Registrar. Payment of principal on the Bonds (except the final maturity) and each installment of interest shall be made to the registered owner of each Bond who shall appear on the registration books of the Municipality (the "**Register**"), maintained by the Bond Registrar, on the Record Date and shall be paid by electronic money transfer or by check of the Municipality, sent by

overnight delivery service, to such registered owner at the address shown on the Register or at such other address may be furnished in writing by such registered owner to the Bond Registrar.

Each Bond is transferable only upon the Register at the office of the Bond Registrar, by the registered owner in person or its duly authorized attorney, upon surrender of the Bond, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Bond Registrar, duly executed by the registered owner or its duly authorized attorney. Thereupon a replacement Bond shall be issued to the transferee in exchange therefor. The Municipality may deem and treat the person in whose name each Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or interest hereof and for all other purposes.

Section 5. Security for the Bonds.

The Bonds, together with interest thereon, shall not constitute an indebtedness of the Municipality nor a charge against its general credit or taxing power. The Bonds, together with interest thereon, shall be payable only out of the Debt Service Fund affirmed and continued hereunder, and shall be a valid claim of the registered owner or owners thereof only against such Debt Service Fund and the revenues of the System pledged to such fund, junior and subordinate to the pledge of Net Revenues in the Special Redemption Fund (as defined in the Senior Resolutions) granted to the owners of the Senior Bonds, and on a parity and equality of rank with the Outstanding Bonds. Sufficient revenues of the System are hereby pledged to the Debt Service Fund and shall be used for no other purpose than to pay the principal of, premium, if any, and interest on the Bonds, the Outstanding Bonds, and any Parity Bonds as the same become due.

Section 6. Funds and Accounts.

In accordance with the Act, for the purpose of the application and proper allocation of the revenues of the System, and to secure the payment of the principal of, premium, if any, and interest on, the Bonds, the Outstanding Bonds, and any Parity Bonds, the Municipality affirms, continues, and creates, as applicable, the following funds and accounts of the System, some of which were originally created, continued, or renamed, as applicable, under Section 34 of the 2007 Resolution and continued under the remaining Senior Resolutions, and some of which were originally created under Section 6 of the 2023 Resolution (collectively, the "**Funds and Accounts**"), to provide for the collection, distribution, and use of the Gross Revenues and proceeds of the Bonds, which shall be used solely for the following respective purposes:

(a) Water Utility Revenue Fund (the "**Revenue Fund**"), into which shall be deposited as received the entire Gross Revenues of the System after deduction of amounts required by the Senior Resolutions to be deposited in the funds and accounts for the Senior Bonds, which money shall then be divided among the Operation and Maintenance Fund, the Special Redemption Fund, the Depreciation Fund, and the Surplus Fund, and from the Surplus Fund to the Debt Service Fund in the amounts and in the manner set forth in Section 7 hereof and used for the purposes described below.

(b) Water Utility Operation and Maintenance Fund (the "**Operation and Maintenance Fund**"), which will be used to hold amounts expected to be used for the payment of the reasonable and necessary expenses of operating and maintaining the System, including salaries, wages, materials, supplies, and insurance , unless the balance in the Operation and Maintenance Fund exceeds the estimated operating and maintenance expenses of the System for the next succeeding 90 days, in which case the excess amount, (i) after deduction of amounts required by the Senior Resolutions to be deposited in the funds and accounts for the Senior Bonds must be transferred to the Debt Service Fund to remedy any deficiency in the Debt Service Fund, and (ii) if or to the extent that no such deficiency exists, then the remaining excess amount may be transferred to the Surplus Fund.

(c) Water Utility Special Redemption Fund (the "**Special Redemption Fund**"), which is divided into the following three accounts: (i) the "Interest and Principal Account", (ii) the "Earnings Account", and (iii) the "Reserve Account." Amounts held in the Interest and Principal Account and the Earnings Account will be used only to pay principal of, and premium, if any, and interest on, the Senior Bonds and any Senior Parity Bonds. Amounts held in the Reserve Account will be used to pay principal of, or interest on, the Senior Bonds and any Senior Parity Bonds on any date when amounts in the Interest and Principal Account and the Earnings Account are insufficient to make such payments as provided in the Senior Resolutions.

(d) Water Utility Depreciation Fund (the "**Depreciation Fund**"), which will be used to hold amounts expected to be used to pay for repairs, replacements, extensions, or additions to the System, *provided,* that amounts in the Depreciation Fund can be used only if such amounts are not needed to make up any deficiency in the Interest and Principal Account or the Reserve Account described in (c) above, and the deposit to the Debt Service Fund for the payment of the Bonds, the Outstanding Bonds, and Parity Bonds.

(e) Water Utility Surplus Fund (the "**Surplus Fund**"), which shall be applied (i) *first*, as required by the Senior Resolutions, to pay principal of, and interest on, the Senior Bonds and any Senior Parity Bonds when the Special Redemption Fund for the Senior Bonds is insufficient for that purpose, and to remedy any deficiency in any of the Funds and Accounts as described in the Senior Resolutions, and (ii) *second*, as required by the Junior Resolutions, to make deposits to the Debt Service Fund described in (f) below to provide for the payment of the principal of, and interest on, the Bonds, the Outstanding Bonds, and any Parity Bonds as the same becomes due, and to remedy any deficiency in any of the Funds and Accounts. Notwithstanding the provisions of the Senior Resolutions, amounts in the Surplus Fund shall not be used for any other purpose except to the extent such amounts are in excess of the amounts required to pay the principal of, and interest coming due on, the Senior Bonds, any Senior Parity Bonds, the Bonds, the Outstanding Bonds, and any Parity Bonds on their next respective interest payment dates. If at the close of any Fiscal Year there is no such deficiency, then such amounts may be disbursed as follows:

(i) to retire the Bonds, the Outstanding Bonds, or any Parity Bonds in advance of maturity by redemption; or

(ii) to rebate payments made by customers of the System pursuant to any plan adopted by the Governing Body of the Municipality; or

(iii) to the general fund of the Municipality.

(f) Water Utility Subordinate Special Redemption Fund (the "**Debt Service Fund**"), which shall be used for the payment of the principal of, premium, if any, and interest on the Bonds, the Outstanding Bonds, and Parity Bonds as the same become due.

(g) 2026 Water Utility SDWLP Project Fund (the "**2026 Water Utility SDWLP Project Fund**"), which shall be used for the purpose of paying the costs of the Project as described in Section 13 hereof.

(h) 2026 Rebate Fund (the "**2026 Rebate Fund**"), which shall be used for the purpose of paying any rebate liability with respect to the Bonds as described in Section 16 hereof.

The Special Redemption Fund created under the Senior Resolutions for the Senior Bonds, including the Earnings Account and the Reserve Account therein, is not pledged to the payment of principal of or interest on the Bonds, the Outstanding Bonds, or any Parity Bonds, and amounts on deposit in the Special Redemption Fund shall not be used for the payment of principal of or interest on the Bonds, the Outstanding Bonds, or any Parity Bonds as the same becomes due.

Section 7. Application of Revenues.

Until all Bonds, Outstanding Bonds, and any Parity Bonds have been retired, or until there is on deposit in the Debt Service Fund an amount sufficient to provide for the payment of the Bonds, the Outstanding Bonds, and any Parity Bonds, together with interest thereon to maturity, the Gross Revenues of the System shall be deposited as collected in the Revenue Fund and shall be transferred monthly to the funds listed below in the following order of priority and in the manner set forth below:

(a) to the Operation and Maintenance Fund, an amount equal to the estimated Current Expenses for such month and for the following month (after giving effect to available amounts in said fund from prior deposits);

(b) to the Special Redemption Fund, amounts sufficient to fund the accounts therein as required under the Senior Resolutions;

(c) to the Depreciation Fund, an amount determined by the Governing Body to be sufficient to provide a proper and adequate depreciation account for the System;

(d) to the Surplus Fund, any amount remaining in the Revenue Fund after the monthly transfers required in (a) through (c) above have been completed, to be further

applied as described in Section 6(e) above, and the deposit to the Debt Service Fund described below; and

(e) to the Debt Service Fund, an amount equal to one-sixth (1/6) of the next installment of interest coming due on the Bonds, the Outstanding Bonds, and any Parity Bonds then outstanding and an amount equal to one-twelfth (1/12) of the installment of principal of the Bonds, the Outstanding Bonds, and any Parity Bonds coming due during such Bond Year (after giving effect to available amounts in said fund from accrued interest, any premium or any other source);

Transfers from the Revenue Fund to the Operation and Maintenance Fund, the Special Redemption Fund, the Depreciation Fund, and the Surplus Fund, and from the Surplus Fund to the Debt Service Fund, shall be made monthly in the order indicated above, on such dates as are necessary to carry out the purposes of the respective funds, and such transfer shall be applicable to monies on deposit in the Revenue Fund as of the last day of the preceding month. Any other transfers and deposits to any fund required or permitted by subsection (a) through (e) of this Section 7, except transfers or deposits which are required to be made immediately or annually, shall be made on such dates as are necessary to carry out the purposes of the respective funds. Any transfer or deposit required to be made at the end of any Fiscal Year shall be made within 60 days after the close of such Fiscal Year.

It is the express intent and determination of the Governing Body that the amounts transferred from the Surplus Fund and deposited in the Debt Service Fund shall be sufficient in any event to pay the interest on the Bonds, the Outstanding Bonds, and any Parity Bonds and the principal thereof as the same becomes due.

Section 8. Deposits and Investments.

The Debt Service Fund shall be kept apart from monies in the other funds and accounts and the same shall be used for no purpose other than the prompt payment of principal of, premium if any, and interest on, the Bonds, the Outstanding Bonds, and any Parity Bonds as the same become due and payable. All monies therein shall be deposited in special and segregated accounts in a public depository selected under Chapter 34 of the Wisconsin Statutes and may be temporarily invested until needed in legal investments subject to the provisions of Section 66.0603(1m) of the Wisconsin Statutes. The other funds herein created or continued, as applicable (except the 2026 Water Utility SDWLP Project Fund created in Section 6 hereof) and if permitted under the Senior Resolutions, may be combined in a single account in a public depository selected in the manner set forth above and may be temporarily invested until needed in legal investments subject to the provisions of Section 66.0603(1m) of the Wisconsin Statutes.

Section 9. Service to the Municipality.

The reasonable cost and value of services rendered to the Municipality by the System by furnishing water services for public purposes shall be charged against the Municipality and shall, to the extent permitted by law, be paid in monthly installments as the service accrues, out of the current revenues of the Municipality collected or in the process of collection, exclusive of the revenues derived from the System; that is to say, out of the tax levy

of the Municipality made by it to raise money to meet its necessary current expenses. The reasonable cost and value of such service to the Municipality in each year shall be equal to an amount which, together with other revenues of the System, will produce in each Fiscal Year Net Revenues equivalent to not less than the annual principal and interest requirements on the Senior Bonds, the Bonds, the Outstanding Bonds, and any Parity Bonds, and any other debt obligations payable from the revenues of the System then outstanding times the greater of (i) 110%, or (ii) the highest debt service coverage ratio required with respect to any debt obligations payable from the revenues of the System then outstanding. However, such payment out of the tax levy shall be subject to (a) approval of the Wisconsin Public Service Commission, or successors to its function, if applicable, (b) yearly appropriations therefor, and (c) applicable levy limitations, if any; but neither this Resolution nor such payment shall be construed as constituting an obligation of the Municipality to make any such appropriation over and above the reasonable cost and value of the services rendered to the Municipality and its inhabitants or to make any subsequent payment over and above such reasonable cost and value.

Section 10. Operation of System; Municipality Covenants.

It is covenanted and agreed by the Municipality with the owner or owners of the Bonds, and each of them, that the Municipality will perform all of its obligations as set forth in the Financial Assistance Agreement.

Section 11. Additional Bonds.

Additional obligations payable out of the revenues of the System that have a priority over the Bonds, the Outstanding Bonds, and any Parity Bonds may be issued as provided in the Senior Resolutions. Additional obligations may be issued if the lien and pledge is junior and subordinate to that of the Bonds, the Outstanding Bonds, and the Senior Bonds. Additional Parity Bonds may be issued only if all the following conditions are met:

(i) The Net Revenues of the System for the Fiscal Year immediately preceding the issuance of such additional Parity Bonds must have been in an amount at least equal to the maximum annual interest and principal requirements on all bonds outstanding payable from the revenues of the System (other than obligations subordinate to the Bonds and the Outstanding Bonds), and on the bonds then to be issued, times the greater of (a) 1.10 or (b) the highest debt service coverage ratio to be required with respect to any Senior Bonds, Outstanding Bonds, and Parity Bonds then outstanding. Should an increase in permanent rates and charges, including those made to the Municipality, be properly ordered and made effective during the Fiscal Year immediately prior to the issuance of such additional Parity Bonds or during that part of the Fiscal Year of issuance prior to such issuance, then Net Revenues for purposes of such computation shall include such additional revenues as an independent certified public accountant, consulting professional engineer or the Wisconsin Public Service Commission may certify would have accrued during the prior Fiscal Year had the new rates been in effect during that entire immediately prior Fiscal Year.

(ii) The payments required to be made into the funds listed in Section 6 of this Resolution must have been made in full.

(iii) Additional Parity Bonds must have principal maturing on May 1 of each year and interest due on May 1 and November 1 of each year.

(iv) The proceeds of additional Parity Bonds must be used only for the purpose of providing extensions or improvements to the System, or to refund obligations issued for such purpose.

(v) Additional Parity Bonds may, at the discretion of the Municipality, be issued with the additional security of a reserve fund but any such reserve fund shall not be available as additional security for the Bonds.

Section 12. Sale of Bonds.

The sale of the Bonds to the SDWLP for the purchase price of up to $10,369,862, and at par, is ratified and confirmed and the officers of the Municipality are authorized and directed to do any and all acts, including executing the Financial Assistance Agreement and the Bonds as herein above provided, necessary to conclude delivery of the Bonds to the SDWLP, as soon after adoption of this Resolution as is convenient. The purchase price for the Bonds shall be paid upon requisition therefor as provided in the Financial Assistance Agreement. The officers of the Municipality are authorized to prepare and submit to the SDWLP any requisitions or disbursement requests in anticipation of the execution of the Financial Assistance Agreement and the issuance of the Bonds.

Section 13. Application of Bond Proceeds.

The proceeds of the sale of the Bonds shall be deposited by the Municipality into the 2026 Water Utility SDWLP Project Fund created and established under Section 6 hereof. The 2026 Water Utility SDWLP Project Fund shall be used solely for the purpose of paying the costs of the Project (including capitalized interest, if any, on the Bonds) as more fully described in the recitals of this Resolution and in the Financial Assistance Agreement. Moneys in the 2026 Water Utility SDWLP Project Fund shall be disbursed within three business days after their receipt from the SDWLP and shall not be invested in any interest-bearing account.

Section 14. Amendment to Resolution.

After the issuance of the Bonds, no change or alteration of any kind in the provisions of this Resolution may be made until all of the Bonds have been paid in full as to both principal and interest, or discharged as herein provided, except: (a) the Municipality may, from to time, amend this Resolution without the consent of any of the owners of the Bonds, but only to cure any ambiguity, administrative conflict, formal defect, or omission or procedural inconsistency of this Resolution; and (b) this Resolution may be amended, in any respect, with a written consent of the owners of not less than two-thirds (2/3) of the principal amount of the Bonds then outstanding, exclusive of Bonds held by the Municipality; *provided, however,* that no

amendment shall permit any change in the pledge of revenues derived from the System or the maturity of any Bond issued hereunder, or a reduction in the rate of interest on any Bond, or in the amount of the principal obligation thereof, or in the amount of the redemption premium payable in the case of redemption thereof, or change the terms upon which the Bonds may be redeemed or make any other modification in the terms of the payment of such principal or interest without the written consent of the owner of each such Bond to which the change is applicable.

Section 15. Defeasance.

When all Bonds have been discharged, all pledges, covenants, and other rights granted to the owners thereof by this Resolution shall cease. The Municipality may discharge all Bonds due on any date by irrevocably depositing in escrow with a suitable bank or trust company a sum of cash and/or bonds or securities issued or guaranteed as to principal and interest by the United States, or by a commission, board, or other instrumentality of the United States, maturing on the dates and bearing interest at the rates required to provide funds sufficient to pay when due the interest to accrue on each of the Bonds to maturity or, at the Municipality's option, if said Bond is prepayable to any prior date upon which it may be called for redemption, and to pay and redeem the principal amount of each such Bond at maturity, or at the Municipality's option, if said Bond is prepayable, at its earliest redemption date, with the premium required for such redemption, if any, provided that notice of the redemption of all prepayable Bonds on such date has been duly given or provided for.

Section 16. Rebate Fund.

Unless the Bonds are exempt from the rebate requirements of the Internal Revenue Code of 1986, as amended (the "**Code**"), the Municipality shall establish and maintain, so long as the Bonds are outstanding, a separate account known as the 2026 Rebate Fund under Section 6 hereof. The sole purpose of the 2026 Rebate Fund is to provide for the payment of any rebate liability with respect to the Bonds under the relevant provisions of the Code and the Treasury Regulations promulgated thereunder (the "**Regulations**"). The 2026 Rebate Fund shall be maintained by the Municipality until all required rebate payments with respect to the Bonds have been made in accordance with the relevant provisions of the Code and the Regulations.

The Municipality hereby covenants and agrees that it shall pay to the United States Treasury from the 2026 Rebate Fund, on the dates and in the amounts and manner required by the Code and the Regulations, the portion of the "rebate amount" (as defined in Section 1.148-3(b) of the Regulations) that is due as of each "computation date" (within the meaning of Section 1.148-3(e) of the Regulations). As of the date of this Resolution, the provisions of the Regulations specifying the required amounts of rebate installment payments and the time and manner of such payments are contained in Sections 1.148-3(f) and (g) of the Regulations, respectively. Amounts held in the 2026 Rebate Fund and the investment income therefrom are not pledged as security for the Bonds, the Outstanding Bonds, or any Parity Bonds and may only be used for the payment of any rebate liability with respect to the Bonds.

The Municipality may engage the services of a qualified rebate determination provider to assist it in determining the rebate payments, if any, owed to the United States with

respect to the Bonds. The Municipality shall maintain or cause to be maintained records of determinations of rebate liability made with respect to the Bonds for each computation date until three (3) years after the April 15th of the calendar year immediately preceding the retirement of the last Bond. The Municipality shall make such records available to the SDWLP upon reasonable request therefor.

Section 17. Resolution a Contract.

The provisions of this Resolution shall constitute a contract between the Municipality and the owner or owners of the Bonds, and after issuance of any of the Bonds no change or alteration of any kind in the provisions of this Resolution may be made, except as provided in Section 14, until all the Bonds have been paid in full as to both principal and interest. The owner or owners of any the Bonds shall have the right, in addition to all other rights, by mandamus or other suit or action in any court of competent jurisdiction, to enforce such owner's or owners' rights against the Municipality, the Governing Body, and any and all officers and agents thereof including, but without limitation, the right to require the Municipality, its Governing Body and any other authorized body, to fix and collect rates and charges fully adequate to carry out all of the provisions and agreements contained in this Resolution.

Section 18. Continuing Disclosure.

The officers of the Municipality are hereby authorized and directed, if requested by the SDWLP, to provide to the SDWLP and to such other persons or entities as directed by the SDWLP, such ongoing disclosure regarding the Municipality's financial condition and other matters, on such dates and in such manner as the SDWLP may require, in order that securities issued by the Municipality and the SDWLP satisfy rules and regulations promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended or may be amended from time to time imposed on brokers and dealers of municipal securities before the brokers and dealers may buy, sell, or recommend the purchase of such securities.

Section 19. Application of Surplus Fund.

From and after the date of issuance of the Bonds, and while any of the Bonds, the Outstanding Bonds, and any Parity Bonds shall be outstanding, amounts in the Surplus Fund shall be applied (i) *first*, as required by the Senior Resolutions, to pay principal of, or interest on, the Senior Bonds and any Senior Parity Bonds when the Special Redemption Fund is insufficient for that purpose, and to remedy any deficiency in any of the Funds or Accounts, and (ii) *second*, as required by the Junior Resolutions, to make deposits to the Debt Service Fund to provide for the payment of the principal of, and interest on, the Bonds, the Outstanding Bonds, and any Parity Bonds as the same becomes due, and to remedy any deficiency in any of the Funds and Accounts. Notwithstanding the provisions of the Senior Resolutions, amounts in the Surplus Fund shall not be used for any other purpose except to the extent such amounts are in excess of the amounts required to pay the principal of, and interest coming due on, the Senior Bonds, any Senior Parity Bonds, the Bonds, the Outstanding Bonds, and any Parity Bonds on their next respective interest payment dates, as described in Section 6(e) of this Resolution.

Section 20. Publication of Notice.

The Clerk of the Municipality shall publish notice that the Municipality has agreed to sell the Bonds. The notice shall be published promptly after the date of the Financial Assistance Agreement in the Municipality's official newspaper as a class 1 notice under Chapter 985 of the Wisconsin Statutes. The notice shall be in substantially the form attached hereto as in Exhibit B. The Clerk shall obtain proof, in affidavit form, of the publication, and shall compare the published notice with the attached form to confirm that no mistake was made in publication.

Section 21. Conflicting Resolutions.

In case any part of a prior action of the Governing Body conflicts with this Resolution, that part of the prior action is hereby rescinded; except that this Section shall not be interpreted as rescinding any part of the Senior Resolutions. In the case of any conflict between this Resolution and the Senior Resolutions, the Senior Resolutions shall control as long as any Senior Bonds are outstanding.

Section 22. Amendment to 2026 Water Utility Capital Budget.

This resolution hereby amends the 2026 Water Utility Capital Budget to increase the previously authorized expenditure of $10,000,000 for the Project to $10,369,862.

Passed: August 4, 2026

Approved: August ____, 2026

_____
Satya Rhodes-Conway, Mayor

Attest:

_____
Lydia A. McComas, Clerk

EXHIBIT A

(Form of Bond)

REGISTERED	UNITED STATES OF AMERICA STATE OF WISCONSIN	REGISTERED
No. R-1	CITY OF MADISON	$10,369,862

SUBORDINATE WATER SYSTEM REVENUE BOND, SERIES 2026

Interest Rate	Maturity Date	Original Issue Date	CUSIP
_____%	May 1, 2046	August 26, 2026	None

REGISTERED OWNER: STATE OF WISCONSIN SAFE DRINKING WATER LOAN PROGRAM

PRINCIPAL AMOUNT: TEN MILLION THREE HUNDRED SIXTY-NINE THOUSAND EIGHT HUNDRED SIXTY-TWO DOLLARS

THE CITY OF MADISON, WISCONSIN (the "**Municipality**") hereby acknowledges itself to owe and for value received promises to pay the Principal Amount to the Registered Owner on the Maturity Date or earlier installment payment date (as hereinafter described), and interest on the Principal Amount from the Original Issue Date at the annual rate of the Interest Rate. The actual interest amount due is based on the amount of principal drawn, from the dates so drawn (as hereinafter described), or from the most recent interest payment date to which interest has been paid. Interest is due and payable on each May 1 and November 1 until the Principal Amount has been paid, beginning on November 1, 2026. Interest is computed on the basis of a 360-day year of twelve 30-day months.

The Principal Amount evidenced by this Bond (the "**Bonds**") may be drawn upon by the Municipality in accordance with the Financial Assistance Agreement (as defined in the Resolution). The Principal Amount so drawn shall be repaid in annual installments on each May 1, beginning on May 1, 2028, in the amounts set forth in the repayment schedule attached as Exhibit B to the Financial Assistance Agreement and in the attached Schedule 2. The repayment schedule has been calculated by the State of Wisconsin Department of Administration (the "**State**") assuming the full Principal Amount of the Bonds has been drawn by the Municipality on the Original Issue Date. The repayment schedule will be adjusted by the State from time to time based on the actual Principal Amounts drawn by the Municipality. The Principal Amounts so drawn shall be repaid in an amount equal to an amount which when amortized over the remaining term of this Bond plus current payments of interest (but only on amounts drawn hereunder) at the Interest Rate shall result in equal annual payments of the total of principal of and interest on the Bonds. The State shall record draws of principal and repayments of principal in the format shown on the attached Schedule 1.

On each principal payment date (whether at maturity or earlier installment payment or redemption date) and on each interest payment date, the Treasurer of the Municipality (who will act as authentication agent, paying agent, and registrar for the Bonds), or any successor fiscal agent appointed by the Municipality to act as authentication agent, paying agent, and registrar for the Obligations under Section 67.10(2) of the Wisconsin Statutes (hereinafter called the "**Fiscal Agent**"), will pay the principal of, and interest on, this Bond by electronic funds transfer or by check sent by overnight delivery service to the person or entity in whose name this Bond is registered on the register (hereinafter called the "**Bond Register**") maintained by the Fiscal Agent at the end of the 15th day (whether or not a business day) of the calendar month just before a regularly scheduled interest payment date for the Bonds (the "**Record Date**").

The Bonds are subject to optional redemption prior to maturity only as provided in the Financial Assistance Agreement and upon the written consent of the Registered Owner.

This Bond is transferable only upon the Bond Register in the office of the Fiscal Agent, by the Registered Owner in person or its duly authorized attorney, upon surrender of this Bond, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Bond Registrar, duly executed by the Registered Owner or its duly authorized attorney. Thereupon a replacement Bond shall be issued to the transferee in exchange therefor. The Fiscal Agent may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal or interest hereof and for all other purposes. This Bond is issuable solely as a negotiable, fully-registered bond, without coupons, and in denominations of $0.01 or any multiple thereof.

This Bond is issued for the purpose of providing for the payment of the cost of constructing improvements to the water utility of the Municipality (the "**System**"), pursuant to Article XI, Section 3, of the Wisconsin Constitution, Section 66.0621 of the Wisconsin Statutes, and a resolution adopted on August 4, 2026, and entitled: "Resolution Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026, and Providing for Other Details and Covenants with Respect Thereto, and Authorizing an Amendment to the 2026 Water Utility Capital Budget" (the "**Resolution**"), and is payable only from the Debt Service Fund (as defined in the Resolution) continued by the Municipality under the Resolution and the revenues of the System pledged to such fund. The Bonds are issued expressly subordinate to Senior Bonds (as defined in the Resolution) previously issued by the Municipality payable from revenues of the System and, subject to certain conditions described in the Resolution, subordinate to future Senior Bonds to be issued by the Municipality payable from revenues of the System, and on a parity and equality of rank with the Municipality's Outstanding Bonds (as defined in the Resolution). Under circumstances and subject to conditions stated in the resolution authorizing the issuance of the 2023 Bonds (as defined in the Resolution) and continued under the Resolution, additional bonds and notes may later be issued on a parity with the Bonds and the Outstanding Bonds (collectively, "**Parity Bonds**"). This Bond does not constitute an indebtedness of the Municipality within the meaning of any constitutional or statutory debt limitation or provision.

This Bond is a valid claim of the Registered Owner hereof only against the Debt Service Fund and the revenues of the System pledged to the Debt Service Fund. Sufficient

revenues of the System have been pledged to the Debt Service Fund to be used for no other purpose than to pay the principal of, and interest on, the Bonds, the Outstanding Bonds, and any Parity Bonds as the same becomes due.

It is hereby certified, recited, and declared that all acts, conditions, and procedures required to exist, happen, and be performed precedent to and in the issuance of this Bond have existed, have happened, and have been performed in due time, form, and manner as required by law; and that sufficient of the income and revenue to be received by the Municipality from the operation of the System has been pledged to and will be set aside into a special fund for the payment of the principal of, and interest on, this Bond.

IN WITNESS WHEREOF, the Municipality has caused this Bond to be signed by its Mayor and Clerk, and its corporate seal (or a true facsimile thereof) to be impressed (or imprinted) hereon, all as of the Original Issue Date specified above.

CITY OF MADISON, WISCONSIN

[SEAL]

By:_____
Satya Rhodes-Conway, Mayor

By:_____
Lydia A. McComas, Clerk

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto

PLEASE INSERT SOCIAL SECURITY OR
OTHER IDENTIFYING NUMBER OF ASSIGNEE

_____

_____

(Please Print or Type Name and Address of Assignee)

the within-mentioned Bond and all rights thereunder and does hereby irrevocably constitute and appoint _____ attorney-in-fact, to transfer the same on the books of the registry in the office of the Bond Registrar, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

_____

NOTICE: Signatures must be guaranteed by an "eligible guarantor institution" meeting the requirements of the Bond Registrar, which requirements include membership or participation in the Securities Transfer Association Medallion Program ("**STAMP**") or such other "signature guarantee program" as may be determined by the Bond Registrar in addition to, or in substitution for, STAMP, all in accordance with the Securities Exchange Act of 1934, as amended.

_____

Note: The signature to this assignment must correspond with the name as written on the face of the within Bond in every particular, without alteration or enlargement or change whatsoever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of such person's authority to act must accompany this Bond.

SCHEDULE 1 TO BOND FORM

$10,369,862
CITY OF MADISON, WISCONSIN
SUBORDINATE WATER SYSTEM REVENUE BONDS, SERIES 2026

Amount of Disbursement	Date of Disbursement	Principal Repaid	Principal Balance
$_____	_____	$_____	$_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SCHEDULE 2 TO BOND FORM

PRINCIPAL REPAYMENT SCHEDULE

Date	Principal Amount
May 1, 2028	$438,634.20
May 1, 2029	449,007.90
May 1, 2030	459,626.94
May 1, 2031	470,497.11
May 1, 2032	481,624.37
May 1, 2033	493,014.79
May 1, 2034	504,674.59
May 1, 2035	516,610.14
May 1, 2036	528,827.97
May 1, 2037	541,334.75
May 1, 2038	554,137.32
May 1, 2039	567,242.66
May 1, 2040	580,657.95
May 1, 2041	594,390.52
May 1, 2042	608,447.85
May 1, 2043	622,837.64
May 1, 2044	637,567.75
May 1, 2045	652,646.23
May 1, 2046	668,081.32

EXHIBIT B

NOTICE TO THE ELECTORS OF THE
CITY OF MADISON, WISCONSIN
RELATING TO BOND SALE

On August 4, 2026, pursuant to Section 66.0621 of the Wisconsin Statutes, a resolution was offered, read, approved, and adopted whereby the City of Madison, Wisconsin (the "City") authorized the borrowing of money through the issuance of bonds and authorized certain City officials to enter into a purchase agreement relating to said borrowing. On August 26, 2026 the City entered into a purchase agreement with the State of Wisconsin Safe Drinking Water Loan Program to whom the City agreed to sell its subordinate water utility revenue bonds in the principal amount of up to $10,369,862. The closing of the bonds was held on August 26, 2026. A copy of all proceedings with respect to the authorization and sale of said bonds is on file and may be examined in the office of the City Clerk at Room 101, City-County Building, 210 Martin Luther King, Jr. Boulevard, Madison, Wisconsin between the hours of 9:00 a.m. and 4:30 p.m. on weekdays.

This notice is given pursuant to Section 893.77 of the Wisconsin Statutes, which provides that an action or proceeding to contest the validity of such financing, for other than constitutional reasons, must be commenced within 30 days after the date of publication of this notice.

Publication Date: _____, 2026

/s/ Lydia A. McComas
City Clerk

State of Wisconsin
Department of Natural Resources
Bureau of Community Financial Assistance
101 South Webster Street
PO Box 7921 Madison, Wisconsin 53707-7921

STATE OF WISCONSIN SAFE DRINKING WATER LOAN PROGRAM

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
DEPARTMENT OF ADMINISTRATION

and

CITY OF MADISON

$10,369,862

FINANCIAL ASSISTANCE AGREEMENT

Dated as of August 26, 2026

This constitutes a **Financial Assistance Agreement** under the State of Wisconsin's Safe Drinking Water Loan Program. This agreement is awarded pursuant to ss. 281.59 and 281.61, Wis. Stats. The purpose of this agreement is to award financial assistance from the Safe Drinking Water Loan Program. This agreement also discloses the terms and conditions of this award.

This agreement is only effective when signed by authorized officers of the municipality, the State of Wisconsin Department of Natural Resources, and the State of Wisconsin Department of Administration.

The Department of Natural Resources and the Department of Administration may rescind or terminate this agreement if the municipality fails to comply with the terms and conditions contained within. Any determination or certification made in this agreement by the Department of Natural Resources or the Department of Administration is made solely for the purpose of providing financial assistance under the Safe Drinking Water Loan Program.

Municipal Identification No. 13251
Safe Drinking Water Loan Program Project No. 4837-15

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EXHIBIT G LIST OF FEDERAL LAWS AND AUTHORITIES

WITNESSETH:

WHEREAS, this is a FINANCIAL ASSISTANCE AGREEMENT, dated August 26, 2026 (the “FAA”), between the STATE OF WISCONSIN Safe Drinking Water Loan Program (the “SDWLP”), by the Department of Natural Resources (the “DNR”) and the Department of Administration (the “DOA”), acting under authority of ss. 281.59 and 281.61, Wis. Stats., as amended (the "Statute"), and the City of Madison, a municipality within the meaning of the Statute, duly organized and existing under the laws of the State of Wisconsin (the "Municipality"); and

WHEREAS, the United States, pursuant to the Federal Safe Drinking Water Act Amendments of 1996 (the "Act"), requires each state to establish a drinking water revolving loan fund to be administered by an instrumentality of the state before the state may receive capitalization grants for eligible projects from the United States Environmental Protection Agency (the "EPA"), or any successor which may succeed to the administration of the program established by the Act; and

WHEREAS, the State of Wisconsin, pursuant to the Statute, established the SDWLP to be used in part for purposes of the Act; and

WHEREAS, the State of Wisconsin, pursuant to s. 25.43, Wis. Stats., established a State of Wisconsin Environmental Improvement Fund which includes the SDWLP; and

WHEREAS, DNR and DOA have the joint responsibility to provide SDWLP financial assistance to municipalities for the construction of eligible drinking water projects, all as set forth in the Statute; and

WHEREAS, the Municipality submitted to DNR an application for financial assistance (the "Application") for a project (the "Project"), and DNR has approved the Application and determined the Application meets DNR criteria for Project eligibility established in applicable state statutes and regulations; and

WHEREAS, DNR determined that the Municipality and the Project are not ineligible for financial assistance under s. 281.61(2g), Wis. Stats.; and

WHEREAS, DOA determined the SDWLP will provide financial assistance to the Municipality by making a loan (the “Loan”) pursuant to s. 281.59(9), Wis. Stats., for the purposes of that subsection; and

WHEREAS, the Municipality pledged the security, if any, required by DOA, and the Municipality has demonstrated to the satisfaction of DOA the financial capacity to ensure sufficient revenues to operate and maintain the Project for its useful life and to pay debt service on the obligations it issues for the Project; and

WHEREAS, the Municipality certifies to the SDWLP that it has created a dedicated source of revenue, for repayment of the Loan; and

WHEREAS, the Municipality obtained DNR approval of facility plans or engineering reports, and Plans and Specifications for the Project, subject to the provisions of applicable State environmental standards set forth in law, rules, and regulations;

NOW, THEREFORE, in consideration of the promises and of the mutual representations, covenants, and agreements herein set forth, the SDWLP and the Municipality, each binding itself, its successors, and its assigns, do mutually promise, covenant, and agree as follows:

ARTICLE I

DEFINITIONS; RULES OF INTERPRETATION

Section 1.01. Definitions The following capitalized terms as used in this FAA shall have the following meanings:

"Act" means the federal Safe Drinking Water Act, 42 U.S.C. 300f to 300j-26.“American Iron and Steel” means the requirements for using American iron and steel as mandated under EPA’s Drinking Water State Revolving Fund program.

"Application" means the written application of the Municipality dated June 30, 2025, for financial assistance under the Statute.

"Bonds" means bonds or notes issued by the State pursuant to the Program Resolution, all or a portion of the proceeds of which shall be applied to make the Loan.

“Build America, Buy America” means Title IX of the Infrastructure Investment and Jobs Act, Publ. L. No. 117-58, §§ 70901-52.

"Business Day" means any day on which State offices are open to conduct business.

"Code" means the Internal Revenue Code of 1986, as amended, and any successor provisions.

"CWFP" means the State of Wisconsin Clean Water Fund Program, established pursuant to ss. 281.58 and 281.59, Wis. Stats., and managed and administered by DNR and DOA.

"DNR" means the State of Wisconsin Department of Natural Resources and any successor entity.

"DOA" means the State of Wisconsin Department of Administration and any successor entity.

"EPA" means the United States Environmental Protection Agency or any successor entity that may succeed to the administration of the program established by the Act.

“FAA” means this Financial Assistance Agreement.

"Fees and Charges" means the costs and expenses of DNR and DOA in administering the SDWLP.

"Final Completion" means the Project construction is complete, DNR or agents thereof have certified that the Project was constructed according to DNR approved Plans and Specifications and that the facilities are operating according to design, and DNR has completed all necessary Project closeout procedures.

"Financial Assistance Agreement" means this Financial Assistance Agreement between the SDWLP by DNR, DOA, and the Municipality, as the same may be amended from time to time in accordance with Section 6.04 hereof.

"Loan" means the loan or loans made by the SDWLP to the Municipality pursuant to this FAA.

"Loan Disbursement Table" means the table with columns for inserting the following information:

(a) amount of each disbursement,
(b) date of each disbursement,
(c) the series of Bonds from which each disbursement is made,
(d) principal amounts repaid, and
(e) outstanding principal balance.

"Municipal Obligation Counsel Opinion" means the opinion of counsel satisfactory to DOA, issued in conjunction with the Municipal Obligations, stating that:

(a) this FAA and the performance by the Municipality of its obligations thereunder have been duly authorized by all necessary actions by the governing body of the Municipality, and this FAA has been duly executed and delivered by the Municipality;

(b) the Municipal Obligations have been duly authorized, executed, and delivered by the Municipality and sold to the SDWLP;

(c) each of this FAA and the Municipal Obligations constitutes a legal, valid, and binding obligation of the Municipality, enforceable against the Municipality in accordance with its respective terms (provided that enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium, and other similar laws affecting creditors' rights heretofore or hereafter enacted to the extent constitutionally applicable and that its enforcement may also be subject to the exercise of judicial discretion in appropriate cases);

(d) the Municipal Obligations constitute special obligations of the Municipality secured as to payment of principal, interest, and redemption price by the pledged revenues as set forth therein;

(e) interest on the Municipal Obligations is not included in gross income of the owners thereof for federal income taxation purposes under existing laws, regulations, rulings, and judicial decisions;

(f) the Municipal Obligations are not "arbitrage bonds" within the meaning of Section 148 of the Code and the arbitrage regulations; and

(g) the Municipal Obligations are not "private activity bonds" as defined in Section 141(a) of the Code.

"Municipal Obligation Resolution" means that action taken by the governing body of the Municipality authorizing the issuance of the Municipal Obligations.

"Municipal Obligations" means the bonds or notes issued and delivered by the Municipality to the SDWLP, a specimen copy of which is included in the Municipal Obligations transcript.

"Municipality" means the City of Madison, a "local governmental unit" within the meaning of the Statute, duly organized and existing under the laws of the State, and any successor entity.

“Outstanding Municipal Obligations” means the Municipality’s:
$4,675,000 Subordinate Water Utility Revenue Bonds, Series 2023, dated October 11, 2023;
$3,365,000 Subordinate Water Utility Revenue Bonds, Series 2024A, dated May 22, 2024; and $2,932,862 Subordinate Water Utility Revenue Bonds, Series 2024B, dated July 24, 2024.

“Parity Obligations” mean any obligations issued on a parity with the Outstanding Municipal Obligations and the Municipal Obligations pursuant to the restrictive provisions of Section 11 of the 2023 Municipal Obligation Resolution and continued in the Municipal Obligation Resolution.

“Plans and Specifications” means the Project design plans and specifications assigned No. W-2025-0627, approved by DNR on February 9, 2026, as the same may be amended or modified from time to time in accordance with this FAA.

"Program Resolution" means the Amended and Restated Program Resolution for State of Wisconsin Environmental Improvement Fund Revenue Obligations adopted by the State of Wisconsin Building Commission on February 15, 2017, as such may from time to time be further amended or supplemented by Supplemental Resolutions in accordance with the terms and provisions of the Program Resolution.

“Progress Payments” means payments for work in place and materials or equipment that have been delivered or are stockpiled in the vicinity of the construction site. This includes payments for undelivered specifically manufactured equipment if: (1) designated in the specifications, (2) could not be readily utilized or diverted to another job, and (3) a fabrication period of more than 6 months is anticipated.

“Project” means the projects assigned SDWLP Project No. 4837-15, Project No. 4837-16 and Project No. 4837-17 by DNR, and combined into Project No. 4837-15 as described in the Project Manager Summary Page (Exhibit F), and further described in the DNR approval letter(s) for the Plans and Specifications, or portions thereof, issued under s. 281.41, Wis. Stats.

"Project Costs" means the costs of the Project that are eligible for financial assistance from the SDWLP under the Statute, which are allowable costs under the Regulations, which have been incurred by the Municipality, an estimate of which is set forth in Exhibit A hereto and made a part hereof.

"Regulations" means the Act; chs. NR 108, NR 150, NR 151, NR 166, NR 809, NR 810, and NR 811, Wis. Adm. Code, the regulations of DNR; and ch. Adm. 35, Wis. Adm. Code, the regulations of DOA, adopted pursuant to and in furtherance of the Statute, as such may be adopted or amended from time to time.

"SDWLP" means the State of Wisconsin Safe Drinking Water Loan Program, established pursuant to the Statute and managed and administered by DNR and DOA.

“Senior Municipal Obligations” means the Municipality’s:
$41,610,000 Water Utility Revenue Bonds, Series 2015, dated December 17, 2015;
$30,765,000 Water Utility Revenue Bonds, Series 2018A, dated December 20, 2018;
$9,390,000 Taxable Water Utility Revenue Notes, Series 2018B, dated December 20, 2018;
$33,680,000 Water Utility Revenue Refunding Bonds, Series 2019A, dated December 19, 2019;
$13,055,000 Taxable Water Utility Revenue Refunding Bonds, Series 2019B, dated December 19, 2019;
$14,560,000 Water Utility Revenue Refunding Bonds, Series 2026A, dated January 7, 2026;
and any other additional obligations issued on a parity with the above obligations pursuant to the restrictive provisions of the Senior Resolutions.

"Servicing Fee" means any servicing fee that may be imposed by DNR and DOA pursuant to s. 281.61(5)(b), Wis. Stats., which shall cover the estimated costs of reviewing and acting upon the Application and servicing this FAA, and which the Municipality is obligated to pay as set forth in Section 3.09 hereof.

"State" means the State of Wisconsin.

“Statute” means ss. 281.59 and 281.61, Wis. Stats., as amended.

"Substantial Completion" means the date on which construction of the Project is sufficiently complete in accordance with the contract documents so that the owner can occupy and utilize the Project for its intended use.

“Supplemental Resolution” shall have the meaning set forth in the Program Resolution.

"Trustee" means the trustee appointed by the State pursuant to the Program Resolution and any successor trustee.

"User Fees" means fees charged or to be charged to users of the Project or the Water System of which the Project is a part pursuant to the Water Rates or otherwise.

"Water Diversion Permit" means a DNR permit issued to the Municipality under s. 30.18(2), Wis. Stats., to divert water from a stream or lake in Wisconsin.

“Water Rates” means a charge or system of charges levied on users of a water system for the user’s proportional share of the revenue requirement of a water system which consists of operation and maintenance expenses, depreciation, taxes, and return on investment.

“Water System” means all structures, conduits, and appurtenances by means of which water is delivered to consumers, except piping and fixtures inside buildings served and service pipes from buildings to street mains.

“2023 Municipal Obligation Resolution” means the municipal obligation resolution authorizing the issuance of the 2023 municipal obligations, which are described in the definition of Outstanding Municipal Obligations.

Section 1.02. Rules of Interpretation Unless the context clearly indicates to the contrary, the following rules shall apply to the context of this FAA:

(a) Words importing the singular number shall include the plural number and vice versa, and one gender shall include all genders.

(b) All references herein to particular articles or sections are references to articles or sections of this FAA.

(c) The captions and headings herein are solely for convenience of reference and shall not constitute a part of this FAA, nor shall they affect its meaning, construction, or effect.

(d) The terms "hereby", "hereof", "hereto", "herein", "hereunder", and any similar terms as used in this FAA refer to this FAA in its entirety and not the particular article or section of this FAA in which they appear. The term "hereafter" means after and the term "heretofore" means before the date of delivery of this FAA.

(e) All accounting terms not otherwise defined in this FAA have the meanings assigned to them in accordance with generally accepted accounting principles, and all computations provided for herein shall be made in accordance with generally accepted accounting principles.

ARTICLE II

REPRESENTATIONS

Section 2.01. Representations of the SDWLP The SDWLP represents and warrants as follows:

(a) The State is authorized to issue the Bonds in accordance with the Statute and the Program Resolution and to use the proceeds thereof to provide funds for the making of the Loan to the Municipality to undertake and complete the Project.

(b) The SDWLP has complied with the provisions of the Statute and has full power and authority to execute and deliver this FAA, consummate the transactions contemplated hereby, and perform its obligations hereunder.

(c) The SDWLP is not in violation of any of the provisions of the Constitution or laws of the State which would affect its powers referred to in the preceding paragraph (b).

(d) Pursuant to the Statute, the SDWLP is authorized to execute and deliver this FAA, and to take actions and make determinations that are required of the SDWLP under the terms and conditions of this FAA.

(e) The execution and delivery by the SDWLP of this FAA and the consummation of the transactions contemplated by this FAA shall not violate any indenture, mortgage, deed of trust, note, agreement, or other contract or instrument to which the State is a party, or by which it is bound, or, to the best of the SDWLP's knowledge, any judgment, decree, order, statute, rule, or regulation applicable to the SDWLP; all consents, approvals, authorizations, and orders of governmental or regulatory authorities that are required for the consummation of the transactions contemplated thereby have been obtained.

(f) To the knowledge of the SDWLP, there is no action, suit, proceeding, or investigation, at law or in equity, before or by any court, public board, or body, threatened against, pending, or affecting the SDWLP, or, to the knowledge of the SDWLP, any basis therefor, wherein an unfavorable decision, ruling, or finding would adversely affect the transactions contemplated hereby or which, in any way, could adversely affect the validity of this FAA or any agreement or instrument to which the State is a party and which is used or contemplated for use in consummation of the transactions contemplated by each of the foregoing.

(g) The Project is on the DNR funding list for the 2026 state fiscal year.

Section 2.02. Representations of the Municipality The Municipality represents and warrants as of the date of this FAA, and with respect to paragraphs (n), (s), and (u), covenants throughout the term of this FAA, as follows:

(a) The Municipality possesses the legal municipal form of a city under ch. 62, Wis. Stats. The Municipality is located within the State and is a "municipality" within the meaning of the Statute, duly organized and existing under the laws of the State, and has full legal right, power, and authority to:

(1) conduct its business and own its properties,
(2) enter into this FAA,
(3) adopt the Municipal Obligation Resolution,
(4) issue and deliver the Municipal Obligations to the SDWLP as provided herein, and
(5) carry out and consummate all transactions contemplated by each of the aforesaid documents.

(b) The Municipality is in compliance with its Water Diversion Permit (if any).

(c) With respect to the issuance of the Municipal Obligations, the Municipality has complied with the Municipal Obligation Resolution and with all applicable laws of the State.

(d) The governing body of the Municipality has duly approved the execution and delivery of this FAA and the issuance and delivery of the Municipal Obligations in the aggregate principal amount of $10,369,862 and authorized the taking of any and all action as may be required on the part of the Municipality and its authorized officers to carry out, give effect to, and consummate the transactions contemplated by each of the foregoing.

(e) This FAA and the Municipal Obligations have each been duly authorized, executed, and delivered, and constitute legal, valid, and binding obligations of the Municipality, enforceable in accordance with their respective terms.

(f) To the knowledge of the Municipality, there is no action, suit, proceeding, inquiry, or investigation, at law or in equity, before or by any court, public board, or body, threatened against, pending, or affecting the Municipality, or, to the knowledge of the Municipality any basis therefor:

(1) affecting the creation, organization, or existence of the Municipality or the title of its officers to their respective offices;

(2) seeking to prohibit, restrain, or enjoin the execution of this FAA or the issuance or delivery of the Municipal Obligations;

(3) in any way contesting or affecting the validity or enforceability of the Municipal Obligation Resolution, the Municipal Obligations, this FAA, or any agreement or instrument relating to any of the foregoing or used or contemplated for use in the consummation of the transactions contemplated by this FAA; or

(4) wherein an unfavorable decision, ruling, or finding could adversely affect the transactions contemplated hereby or by the Municipal Obligation Resolution or the Municipal Obligations.

(g) The Municipality is not in any material respect in breach of or in default under any applicable law or administrative regulation of the State or the United States, any applicable judgment or decree, or any agreement or other instrument to which the Municipality is a party, or by which it or any of its properties is bound, and no event has occurred that, with the passage of time, the giving of notice, or both, could constitute such a breach or default. The execution and delivery of this FAA, the issuance and delivery of the Municipal Obligations, the adoption of the Municipal Obligation Resolution, and compliance with the respective provisions thereof shall not conflict with, or constitute a breach of or default under, any applicable law or administrative regulation of the State or of the United States, any applicable judgment or decree, or any agreement or other instrument to which the Municipality is a party, or by which it or any of its property is bound.

(h) The Municipal Obligations constitute validly-issued legally-binding special obligations of the Municipality secured as set forth therein.

(i) The resolutions of the Municipality accepting the Loan and the Municipal Obligation Resolution have been duly adopted by the Municipality and remain in full force and effect as of the date hereof.

(j) The Municipality has full legal right and authority, and all necessary permits, licenses, easements, and approvals (other than such permits, licenses, easements, or approvals that are not by their nature obtainable prior to Substantial Completion of the Project) required as of the date hereof to own the Project, carry on its activities relating thereto, undertake and complete the Project, and carry out and consummate all transactions contemplated by this FAA.

(k) The Municipality represents that it has not made any commitment or taken any action that shall result in a valid claim for any finders' or similar fees or commitments in respect to the issuance and sale of the Municipal Obligations and the making of the Loan under this FAA.

(l) The Project is eligible under s. 281.61(2), Wis. Stats., for financing from the SDWLP, and the Project Costs are equal to or in excess of the principal amount of the Municipal Obligations. The Project has satisfied the requirements of the State Environmental Review Procedures contained in the Regulations. Portions of the Project that are ineligible for financing from the SDWLP are listed within the Project Manager Summary Page attached hereto as Exhibit F. The Municipality intends the Project to be eligible under the Statute throughout the term of this FAA.

(m) All amounts shown in Exhibit A of this FAA are costs of a Project eligible for financial assistance from the SDWLP under the Statute. All proceeds of any borrowing of the Municipality that have been spent and which are being refinanced with the proceeds of the Loan made hereunder have been spent on eligible Project Costs. All Project Costs are reasonable, necessary, and allocable by the Municipality to the Project under generally accepted accounting principles. None of the proceeds of the Bonds shall be used directly or indirectly by the Municipality as working capital or to finance inventory, as opposed to capital improvements.

(n) The Project is and shall remain in compliance with all applicable federal, state, and local laws and ordinances (including rules and regulations) relating to zoning, building, safety, and environmental quality. The Municipality has complied with and completed all requirements of DNR necessary to commence construction of the Project prior to the date hereof. The Municipality intends to proceed with due diligence to complete the Project pursuant to Section 4.04 hereof.

(o) The Municipality does not intend to lease the Project or enter into a long-term contract for operation of the Project except as set forth in Exhibit D.

(p) The Municipality shall not take or omit to take any action which action or omission shall in any way cause the proceeds of the Bonds to be applied in a manner contrary to that provided in the Program Resolution.

(q) The Municipality has not taken and shall not take any action, and presently knows of no action that any other person, firm, or corporation has taken or intends to take, that would cause interest on the Municipal Obligations to be includable in the gross income of the owners of the Municipal Obligations for federal income tax purposes. The representations, certifications, and statements of reasonable expectation made by the Municipality as referenced in the Municipal Obligation Counsel Opinion and No Arbitrage Certificate are hereby incorporated by this reference as though fully set forth herein.

(r) Other than (1) "preliminary expenditures" as used in Treas. Regs. 26 CFR 1.150-2 in an amount not exceeding 20% of the principal amount of the Municipal Obligations, or (2) an amount not exceeding the lesser of $100,000 or 5% of the principal amount of the Municipal Obligations, all of the proceeds of the Bonds loaned to the Municipality (other than refunding proceeds, if any) shall be used for Project Costs paid by the Municipality subsequent to a date which is 60 days prior to the date on which the Municipality adopted a reimbursement resolution pursuant to Treas. Regs. 26 CFR 1.150-2 stating its intent to reimburse other funds of the Municipality used to finance the Project, or subsequent to the issuance date of the Municipal Obligations.

(s) The Municipality represents that it has satisfied and shall continue to satisfy all the applicable requirements in ss. 281.61(4), (5), and (8m), Wis. Stats., and ch. NR 166, Wis. Adm. Code.

(t) The Municipality has adopted a rate, charge, or assessment schedule that will generate annually sufficient revenue to pay the principal of and interest on the Municipal Obligations.

(u) The Municipality is in substantial compliance and shall remain in substantial compliance with all applicable conditions, requirements, and terms of financial assistance previously awarded through any federal construction grants program, the SDWLP or the CWFP.

(v) The Municipality has met all terms and conditions contained within and received DNR approval for the Plans and Specifications described in the definitions hereof.

(w) The Municipality represents that it submitted to DNR a bid tabulation for the Project with a recommendation to DNR for review and concurrence. The expected Substantial Completion date of the Project is November 30, 2027.

(x) If the Municipality fails to make a principal repayment or interest payment after its due date, DOA shall place on file a certified statement of all amounts due under this section and s. 281.58 or 281.61 or s. 281.60, 2021 stats. After consulting with DNR, DOA may collect all amounts due by deducting those amounts from any state payments due the municipality or may add a special charge to the amount of taxes apportioned to and levied upon the county under s. 70.60. If DOA collects amounts due, it shall remit those amounts to the fund to which they are due and notify DNR of that action.

(y) The Municipality acknowledges that the State reserves the right upon default by the Municipality hereunder to have a receiver appointed to collect User Fees from the operation of the Water System or, in the case of a joint utility system, to bill the users of the Water System directly.

(z) The representations of the Municipality in the Application are true and correct as of the date of this FAA and are incorporated herein by reference as if fully set forth in this place.

(aa) There has been no material adverse change in the financial condition or operation of the Municipality or the Project since the submission date of the Application.

(bb) The Municipality submitted a water rate application to the Public Service Commission. This water rate application is for Water Rates that shall generate sufficient revenues, together with other funds available to the Municipality, to pay all costs of operating and maintaining the facilities of the Municipality's entire Water System, in accordance with this FAA. The Municipality implemented the Water Rates upon the Wisconsin Public Service Commission's approval of the rate order.

ARTICLE III

LOAN PROVISIONS

Section 3.01. Loan Clauses

(a) Subject to the conditions and in accordance with the terms of this FAA, the SDWLP hereby agrees to make the Loan and the Municipality agrees to accept the Loan. As evidence of the Loan made to the Municipality, the Municipality hereby agrees to sell to the SDWLP Municipal Obligations in the aggregate principal amount of $10,369,862. The SDWLP shall pay for the Municipal Obligations in lawful money of the United States, which shall be disbursed as provided in this FAA.

(b) Prior to disbursement, Loan proceeds shall be held by the SDWLP or by the Trustee for the account of the SDWLP. Earnings on undisbursed Loan proceeds shall be for the account of the SDWLP. Loan proceeds shall be disbursed only upon submission by the Municipality of disbursement requests and approval thereof as set forth in Section 3.05 hereof.

(c) The Loan shall bear interest at the rate of two and 365/1000ths percent (2.365%) per annum, and interest shall accrue and be payable only on Loan proceeds actually disbursed from the date of disbursement until the date such amounts are repaid.

(d) The Department of Administration shall maintain a Loan Disbursement Table on its website http://eif.doa.wi.gov/start.asp. DOA shall make entries as each disbursement is made and as each principal amount is repaid; the SDWLP and the Municipality agree that such entries shall be mutually binding.

(e) Upon Final Completion of the Project, DOA may request that the Municipality issue substitute Municipal Obligations in the aggregate principal amount equal to the outstanding principal balance of the Loan.

(f) The Municipality shall deliver, or cause to be delivered, a Municipal Obligation Counsel Opinion to the SDWLP concurrently with the delivery of the Municipal Obligations.

Section 3.02. Type of Municipal Obligation and Security The Municipality's obligation to meet annual debt service requirements shall be a revenue obligation evidenced by issuance of revenue bonds

pursuant to s. 66.0621, Wis. Stats. The security for the Municipality's obligation shall be a pledge of revenues to be derived from the Water System, and the Municipality shall agree that, if revenues from the Water System are insufficient to meet annual debt service requirements, the Municipality shall purchase water services in amounts sufficient to meet annual debt service requirements as provided in and set forth in Section 9 of the Municipal Obligation Resolution. The annual revenues net of all current expenses shall be equal to not less than the annual principal and interest requirements on the Senior Municipal Obligations, the Outstanding Municipal Obligations, the Municipal Obligations, any Parity Obligations, and any other debt obligations payable from the revenues of the Water System then outstanding, times the greater of (i) 110 percent or (ii) the highest debt service coverage ratio required with respect to the Senior Municipal Obligations, the Outstanding Municipal Obligations, any Parity Obligations, or any other debt obligations payable from the revenues of the Water System then outstanding. As of the date of this FAA, the required debt service coverage ratio is 125 percent; however, this percentage is subject to change as outlined in the prior sentence. The Loan is also secured as provided in Section 3.07 hereof.

Section 3.03. Loan Amortization Principal and interest payments on the Loan (and on the Municipal Obligations evidencing the Loan) shall be due on the dates set forth in Exhibit B of this FAA. The payment amounts shown on Exhibit B are for informational purposes only and assume the full amount of the Loan is disbursed to the Municipality on August 26, 2026. It is understood that the actual amount of the Municipality's Loan payments shall be based on the actual dates and amounts of Loan disbursements for the Project. Notwithstanding the foregoing or anything in the Municipal Obligations, the Loan shall be for no longer than twenty (20) years from the date of this FAA and shall mature and be fully amortized not later than twenty (20) years after the original issue date of the Municipal Obligations. Repayment of principal on the Loan shall begin not later than twelve (12) months after the expected or actual Substantial Completion date of the Project

Section 3.04. Sale and Redemption of Municipal Obligations

(a) Municipal Obligations may not be prepaid without the prior written consent of the SDWLP. The SDWLP has sole discretion to withhold such consent.

(b) The Municipality shall pay all costs and expenses of the SDWLP in effecting the redemption of the Bonds to be redeemed with the proceeds of the prepayment of the Municipal Obligations. Such costs and expenses may include any prepayment premium applicable to the SDWLP and any investment losses incurred or sustained by the SDWLP resulting directly or indirectly from any such prepayment.

(c) Subject to subsection (a), the Municipality may prepay the Loan with any settlements received from any third party relating to the design or construction of the Project.

(d) Prepayments of the Municipal Obligations shall be applied pro rata to all maturities of the Municipal Obligations.

Section 3.05. Disbursement of Loan Proceeds

(a) Each disbursement request shall be delivered to DNR. Each request must contain invoices or other evidence acceptable to DNR and DOA that Project Costs for which disbursement of Loan proceeds is requested have been incurred by the Municipality.

(b) The SDWLP, through its agents or Trustee, plans to make disbursements of Loan proceeds on a semimonthly basis upon approval of each disbursement request by DNR and DOA. Such approval by DNR and DOA may require adjustment and corrections to the disbursement request submitted by the Municipality. The Municipality shall be notified whenever such an adjustment or correction is made by DNR or DOA.

(c) Disbursements made to the Municipality are subject to pre- and post-payment adjustments by DNR or DOA.

(1) If the Loan proceeds are not yet fully disbursed, and SDWLP funds were previously disbursed for costs not eligible for SDWLP funding or not eligible under this FAA, the SDWLP shall make necessary adjustments to future disbursements.

(2) If the Loan proceeds are fully disbursed, including disbursements for any costs not eligible for SDWLP funding or not eligible under this FAA, the Municipality agrees to repay to the SDWLP an amount equal to the non-eligible costs within 60 days of notification by DNR or DOA. The SDWLP shall then apply the amount it receives as a Loan prepayment.

(d) The SDWLP or its agent shall disburse Loan proceeds only to the Municipality's account by electronic transfer of funds. The Municipality hereby covenants that it shall take actions and provide information necessary to facilitate these transfers.

(e) Disbursement beyond ninety-five percent (95%) of the principal amount of the Loan, unless otherwise agreed to by DNR and DOA pursuant to a written request from the Municipality, may be withheld until:

(1) DNR is satisfied that the Project has been completed in accordance with the Plans and Specifications, and DNR has approved all change orders relating to the Project;

(2) the Municipality certifies to DNR its acceptance of the Project from its contractors;

(3) the Municipality certifies in writing to DNR its compliance with applicable Federal requirements (certification must be as prescribed on Exhibit C); and

(4) DNR certifies in writing to DOA the Municipality’s compliance with all applicable requirements of this FAA.

(f) Treas. Regs. 26 CFR § 1.148-6(d)(1)(iii) applies to project expenditures; it states, in part, “An issuer must account for the allocation of proceeds to expenditures not later than 18 months after the later of the date the expenditure is paid or the date the project, if any, that is financed by the issue is placed in service”.

Section 3.06. Remedies

(a) If the Municipality:

(1) or any authorized representative is not complying with federal or state laws, regulations, or requirements relating to the Project, and following due notice by DNR the Project is not brought into compliance within a reasonable period of time; or

(2) is not complying with or is in violation of any provision set forth in this FAA; or

(3) is not in compliance with the Statute or the Regulations;

then DNR may, until the Project is brought into compliance or the FAA non-compliance is cured to the satisfaction of DNR or DOA, impose one (1) or more of the following sanctions:

(i) Progress payments or disbursements otherwise due the Municipality of up to 20% may be withheld.

(ii) Project work may be suspended.

(iii) DNR may request a court of appropriate jurisdiction to enter an injunction or afford other equitable or judicial relief as the court finds appropriate.

(iv) Other administrative remedies may be pursued.

(b) If the Municipality fails to make any payment when due on the Municipal Obligations or fails to observe or perform any other covenant, condition, or agreement on its part under this FAA for a period of thirty (30) days after written notice is given to the Municipality by DNR, specifying the default and requesting that it be remedied, the SDWLP is provided remedies by law and this FAA. These remedies include, but are not limited to, the following rights:

(1) Pursuant to s. 281.59(11)(b), Wis. Stats., DOA shall place on file a certified statement of all amounts due the SDWLP under this FAA. DOA may collect all amounts due the SDWLP by deducting those amounts from any State payments due the Municipality, or adding a special charge to the amount of taxes apportioned to and levied upon the county in which the Municipality is located under s. 70.60, Wis. Stats.

(2) The SDWLP may, without giving bond to the Municipality or anyone claiming under it, have a receiver appointed for the SDWLP's benefit of the Project and the Water System and of the earnings, income, rents, issues, and profits thereof, with such powers as the court making such appointment shall confer. The Municipality hereby irrevocably consents to such appointment.

(3) In the case of a joint utility system, the SDWLP may bill the users of the Water System directly.

(4) The SDWLP may declare the principal amount of the Municipal Obligations immediately due and payable.

(5) The SDWLP may enforce any right or obligation under this FAA, including the right to seek specific performance or mandamus, whether such action is at law or in equity.

(6) The SDWLP may increase the interest rate set forth in Section 3.01 hereof to the market interest rate as defined in the Statute and Regulations.

Section 3.07. Security for the Loan In accordance with the terms of the Municipal Obligation Resolution:

(a) as security for the Loan hereunder, the Municipality hereby pledges the revenue to be derived from the Municipality's Water Rates (which is a dedicated source of revenue); and

(b) other than as already pledged to the outstanding Senior Municipal Obligations, the Municipality shall not pledge the revenues, except as provided in Section 11 of the Municipal Obligation Resolution, to be derived from the Municipality's Water Rates or other revenues pledged under Section 3.07(a) above, to any person other than the SDWLP, unless the revenues pledged to such other person meet the highest debt coverage ratio then applicable to the Municipality

(c) The Municipal Obligations, together with interest thereon, shall be payable only out of the Debt Service Fund created and established under the 2023 Municipal Obligation Resolution and continued in the Municipal Obligation Resolution. The Municipal Obligations shall be a valid claim of the registered owner or owners thereof only against such Debt Service Fund (as defined in the Municipal Obligation Resolution) and the revenues of the Municipality pledged to such fund, junior and subordinate to the pledge of Net Revenues in the Special Redemption Fund (as defined in the Senior Resolutions) granted to the owners of the Senior Municipal Obligations. Sufficient revenues of the Municipality are pledged under the Municipal Obligation Resolution to the Debt Service Fund and shall be used for no other purpose than to pay the principal of, premium, if any,

and interest on the Outstanding Municipal Obligations, the Municipal Obligations, and any Parity Obligations as the same become due.

Section 3.08. Effective Date and Term This FAA shall become effective upon its execution and delivery by the parties hereto, shall remain in full force and effect from such date, and shall expire on such date as the Municipal Obligations shall be discharged and satisfied in accordance with the provisions thereof.

Section 3.09. Other Amounts Payable The Municipality hereby expressly agrees to pay to the SDWLP:

(a) such Servicing Fee as the SDWLP may impose pursuant to s. 281.61(5)(b), Wis. Stats., which shall be payable in semiannual installments on each interest payment date; such a Servicing Fee shall be imposed upon the Municipality after approval of a future Biennial Finance Plan by the State of Wisconsin Building Commission which contains a Servicing Fee requirement, schedule, and amount; and

(b) the Municipality's allocable share of the Fees and Charges as such costs are incurred. Allocable share shall mean the proportionate share of the Fees and Charges based on the outstanding principal of the Loan.

Amounts paid by the Municipality pursuant to this Section 3.09 shall be deposited in the Equity Fund established pursuant to the Program Resolution.

ARTICLE IV

CONSTRUCTION OF THE PROJECT

Section 4.01. Insurance The Municipality agrees to maintain property and liability insurance for the Water System and Project that is reasonable in amount and coverage and that is consistent with prudent municipal insurance practices for the term of the Loan. The Municipality agrees to provide written evidence of insurance coverage to the SDWLP upon request at any time during the term of the Loan.

In the event the Water System or Project is damaged or destroyed, the Municipality agrees to use the proceeds from its insurance coverage either to repay the Loan or to repair or replace the Water System.

Section 4.02. Construction of the Project The Municipality shall construct the Project, or cause it to be constructed, to Final Completion in accordance with the Application and the Plans and Specifications. The Municipality shall proceed with the acquisition and construction of the Project in conformity with law and with all applicable requirements of governmental authorities having jurisdiction with respect thereto, subject to such modifications of Plans and Specifications that alter the cost of the Project, use of space, Project scope, or functional layout, as may be previously approved by DNR.

Section 4.03. Performance Bonds The Municipality shall provide, or cause to be provided, performance bonds assuring the performance of the work to be performed under all construction contracts entered into with respect to the Project. All performance bonds required hereunder shall be issued by independent surety companies authorized to transact business in the State.

Section 4.04. Completion of the Project

(a) The Municipality agrees that it shall undertake and complete the Project for the purposes and in the manner set forth in this FAA and in accordance with all federal, state, and local laws, ordinances, and regulations applicable thereto. The Municipality shall, with all practical dispatch and in a sound and economical manner, complete or cause to be completed the acquisition and construction of the Project and do all other acts necessary and possible to entitle it to receive

User Fees with respect to the Project at the earliest practicable time. The Municipality shall obtain all necessary approvals from any and all governmental agencies prior to construction which are requisite to the Final Completion of the Project.

(b) The Municipality shall notify DNR of the Substantial Completion of the Project. The Municipality shall cause to be prepared as-built plans for the Project at or prior to completion thereof.

(c) The Municipality shall take and institute such proceedings as shall be necessary to cause and require all contractors and material suppliers to complete their contracts diligently and in accordance with the terms of the contracts including, without limitation, the correcting of defective work.

(d) Upon Final Completion of the Project in accordance with the Plans and Specifications, the Municipality shall:

(1) certify to DNR its acceptance of the Project from its contractors, subject to claims against contractors and third parties;

(2) complete and deliver to DNR the completed Utilization of Disadvantaged Business Enterprises (DBE) form attached hereto as Exhibit E of this FAA;

(3) prepare and deliver to DNR the completed Federal Requirements Compliance Certification attached hereto as Exhibit C of this FAA; and

(4) obtain all required permits and authorizations from appropriate authorities for operation and use of the Project.

Section 4.05. Payment of Additional Project Costs

(a) In the event of revised eligibility determinations, cost overruns, and amendments exceeding the Loan amount, the SDWLP may allocate additional financial assistance to the Project. The allocation of additional financial assistance may be in the form of a loan at less than the market interest rate, which is established pursuant to the Statute and Regulations. The allocation of additional financial assistance shall depend upon availability of funds, pursuant to the Statute and the Regulations.

(b) In the event Loan proceeds are not sufficient to pay the costs of the Project in full, the Municipality shall nonetheless complete the Project and pay that portion of the Project Costs as may be in excess of available Loan proceeds, and shall not be entitled to any reimbursement therefor from the SDWLP, or the owners of any Bonds, except from the proceeds of additional financing which may be provided by the SDWLP pursuant to an amendment to this FAA or through a separate financial assistance agreement.

Section 4.06. No Warranty Regarding Condition, Suitability, or Cost of Project Neither the SDWLP, DOA, DNR, nor the Trustee makes any warranty, either express or implied, as to the Project or its condition, or that it shall be suitable for the Municipality's purposes or needs, or that the proceeds of the Loan shall be sufficient to pay the costs of the Project. Review or approval of engineering reports, facilities plans, the Plans and Specifications, or other documents, or the inspection of Project construction by DNR, does not relieve the Municipality of its responsibility to properly plan, design, build, and effectively operate and maintain the Project as required by laws, regulations, permits, and good management practices. DNR or its representatives are not responsible for increased costs resulting from defects in the Plans and Specifications or other Project documents. Nothing in this section prohibits a Municipality from requiring more assurances, guarantees, or indemnity or other contractual requirements from any party performing Project work.

ARTICLE V

COVENANTS

Section 5.01. Application of Loan Proceeds The Municipality shall apply the proceeds of the Loan solely to Project Costs.

Section 5.02. Operation and Maintenance

(a) After completion of the Project, the Municipality shall:

(1) at all times operate the Project or otherwise cause the Project to be operated properly and in a sound and economical manner, including proper training of personnel;

(2) maintain, preserve, and keep the Project or cause the Project to be maintained, preserved, and kept in good repair, working order, and condition; and

(3) periodically make, or cause to be made, all necessary and proper repairs, replacements, and renewals so that at all times the operation of the Project may be properly conducted in a manner that is consistent with the Project performance standards contained in the Application and the requirements of the Water Diversion Permit (if any).

(b) So long as the Loan is outstanding, the Municipality shall not, without the approval of DNR, discontinue operation of, sell, or otherwise dispose of the Water System or Project, except for portions of the Water System sold or otherwise disposed of in the course of ordinary repair and replacement of parts.

Section 5.03. Compliance with Law At all times during construction of the Project and operation of the Water System, the Municipality shall comply with all applicable federal, state, and local laws, ordinances, rules, regulations, permits, and approvals, and with this FAA, including, without limitation, the Statute, the Regulations, and the Water Diversion Permit (if any).

Section 5.04. Public Ownership The Municipality shall at all times retain ownership of the Project and the Water System of which it is a part.

Section 5.05. Establishment of Project Accounts; Audits

(a) The Municipality shall maintain Project accounts in accordance with generally accepted accounting principles (GAAP), including standards relating to the reporting of infrastructure assets and directions issued by the SDWLP. Without any request the Municipality shall furnish to DOA as soon as available, and in any event within one hundred eighty (180) days after the close of each fiscal year, a copy of the audit report for such year and accompanying GAAP-based financial statements for such period, as examined and reported by independent certified public accountants of recognized standing selected by the Municipality and reasonably satisfactory to DOA, whose reports shall indicate that the accompanying financial statements have been prepared in conformity with GAAP and include standards relating to the reporting of infrastructure assets.

(b) The Municipality shall maintain a separate account that reflects the receipt and expenditure of all SDWLP funds for the Project. All Loan proceeds shall be credited promptly upon receipt thereof and shall be reimbursement for or expended only for Project Costs. The Municipality shall: permit any authorized representative of DNR or DOA, or agents thereof, the right to review or audit all records relating to the Project or the Loan; produce, or cause to be produced, all records relating to any work performed under the terms of this FAA for examination at such times as may be designated by any of them; permit extracts and copies of the Project records to be made by any of them; and fulfill information requests by any of them.

Section 5.06. Records The Municipality shall retain all files, books, documents, and records relating to construction of the Project for at least three years following the date of Final Completion of the Project, or for longer periods if necessary due to any appeal, dispute, or litigation. All other files and records relating to the Project shall be retained so long as this FAA remains in effect. As-built plans for the Project shall be retained for the useful life of the Project.

Section 5.07. Project Areas The Municipality shall permit representatives of DNR access to the Project and related records at all reasonable times, include provisions in all contracts permitting such access during construction and operation of the Water System, and allow extracts and copies of Project records to be made by DNR representatives.

Section 5.08. Engineering Inspection The Municipality shall provide competent and adequate inspection of all Project construction under the direction of a professional engineer licensed in the State. The Municipality shall direct such engineer to inspect work necessary for the construction of the Project and to determine whether such work has been performed in accordance with the Plans and Specifications. Any such work not in accordance with the Plans and Specifications shall be remedied unless such noncompliance is waived by DNR.

Section 5.09. Tax Covenants

(a) The Municipality covenants and agrees that it shall not take any action, or omit to take any action, which action or omission would result in the loss of the exclusion of the interest on any Municipal Obligations now or hereafter issued from gross income for purposes of federal income taxation as that status is governed by Section 103(a) of the Code or any successor provision.

(b) The Municipality shall not take any action, or omit to take any action, which action or omission would cause its Municipal Obligations to be "private activity bonds" within the meaning of Section 141(a) of the Code or any successor provision.

(c) The Municipality shall not directly or indirectly use, or permit the use of, any proceeds of the Bonds (or amounts replaced with such proceeds) or any other funds, or take any action, or omit to take any action, which use or action or omission would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148(a) of the Code or any successor provision. The Municipality hereby further covenants to ensure that all amounts actually received by such Municipality from the SDWLP are advanced within three Business Days to the entity submitting the invoice (or to reimburse the Municipality) to which each amount relates, and that all amounts actually received by such Municipality from the SDWLP shall not be invested in any interest-bearing account.

(d) The Municipality shall not use (directly or indirectly) the proceeds of the Bonds in any manner that would constitute an "advance refunding" within the meaning of Section 149(d)(2) of the Code or any successor provision. Without limiting the foregoing, any proceeds of the Bonds used to repay interim or other prior financing of Project Costs shall be applied within three (3) Business Days of receipt of the proceeds to the payment of principal of such financing.

Section 5.10. User Fee Covenant

(a) The Municipality hereby certifies that it has adopted and shall charge User Fees with respect to the Project in accordance with applicable laws and the Statute and in amounts such that revenues of the Municipality with respect to the Project shall be sufficient, together with other funds available to the Municipality for such purposes, to pay all costs of operating and maintaining the Project in accordance with this FAA and to pay all amounts due under this FAA and the Municipal Obligations.

(b) The Municipality covenants that it shall adopt and shall adequately maintain for the design life of the Project a system of User Fees with respect to the Project. The Municipality covenants that it shall, from time to time, revise and charge User Fees with respect to the Project such that the revenues and funds described in paragraph (a) shall be sufficient to pay the costs described in paragraph (a).

Section 5.11. Notice of Impaired System The Municipality shall promptly notify DNR and DOA in the case of: any material damage to or destruction of the Project or any part thereof; any actual or threatened proceedings for the purpose of taking or otherwise affecting by condemnation, eminent domain, or otherwise, all or a part of the Water System; or any action, suit, or proceeding at law or in equity, or by or before any governmental instrumentality or agency, or any other event which may impair the ability of the Municipality to construct the Project, operate the Water System, or set and collect User Fees as set forth in Section 5.10.

Section 5.12. Hold Harmless The Municipality shall save, keep harmless, and defend DNR and DOA, and all their officers, employees, and agents, against any and all liability, claims, and costs of whatever kind and nature for injury to or death of any person or persons and for loss or damage to any property occurring in connection with or in any way incident to or arising out of the construction, occupancy, use, service, operation, or performance of work in connection with the Project, the Water System, or acts or omissions of the Municipality's employees, agents, or representatives.

Section 5.13. Nondiscrimination Covenant

(a) In connection with the Project, the Municipality agrees to comply with fair employment practices pursuant to subchapter II of ch. 111, Wis. Stats. This provision shall include, but is not limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Municipality agrees to post in conspicuous places, available for employees and applicants for employment, notices setting forth the provision of the nondiscrimination clause.

(b) The Municipality shall incorporate the following provision into all Project contracts which have yet to be executed: "In connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant because of age, race, religion, color, handicap, sex, physical condition, developmental disability, or national origin. The contractor further agrees to comply with fair employment practices pursuant to subchapter II of ch. 111, Wis. Stats. This provision shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor further agrees to take affirmative action to ensure equal employment opportunities for persons with disabilities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices setting forth the provisions of the nondiscrimination clause."

(c) The Municipality shall follow all federal statutes and regulations prohibiting discrimination, without limitation, including the following:

(1) Age Discrimination Act, Pub. L. 94-135

(2) Equal Employment Opportunity, Executive Order 11246

(3) Section 13 of the Clean Water Act, Pub. L. 92-500

(4) Section 504 of the Rehabilitation Act, Pub. L 93-112 supplemented by Executive Orders 11914 and 11250

(5) Title VI of the Civil Rights Act, Pub. L 88-352

(6) Participation by Disadvantaged Business Enterprises in Procurement, s. NR 162.08(4) and s. NR 166.11(4) Wis. Adm. Code.

Section 5.14. Employees The Municipality or its employees or agents are not employees or agents of the DNR or DOA for any purpose including worker's compensation.

Section 5.15. Adequate Funds The Municipality shall have sufficient funds available to repay the Loan. The Municipality shall have sufficient funds available when construction of the Project is completed to ensure effective operation and maintenance of the Project for purposes constructed.

Section 5.16. Management The Municipality shall provide and maintain competent and adequate management, supervision, and inspection at the construction site to ensure that the completed work conforms with the Plans and Specifications. The Municipality shall furnish progress reports and such other information as DNR may require.

Section 5.17. Reimbursement Any disbursement made under the Loan to the Municipality in excess of the amount determined by final audit to be due the Municipality shall be reimbursed to DOA within 60 days after DNR or DOA provides a notice stating the amount of excess funds disbursed.

Section 5.18. Unpaid User Fees The Municipality shall, to the fullest extent permitted by law, take all actions necessary to certify any unpaid User Fees to the county treasurer in order that such unpaid User Fees shall be added as a special charge to the property tax bill of the user.

Section 5.19. Rebates The Municipality agrees to pay to the SDWLP any refunds, rebates, credits, or other amounts received for Project Costs for which disbursement of funds has already been made by the SDWLP. The SDWLP shall then apply the amount it receives as a Loan prepayment

Section 5.20. Maintenance of Legal Existence

(a) Except as provided in par. (b), the Municipality shall maintain its legal existence and shall not dissolve or otherwise dispose of all or substantially all of its assets and shall not consolidate with or merge into another legal entity.
(b) A Municipality may consolidate with or merge into any other legal entity, dissolve or otherwise dispose of all of its assets or substantially all of its assets, or transfer all or substantially all of its assets to another legal entity (and thereafter be released of all further obligation under this FAA and the Municipal Obligations) if:

(1) the resulting, surviving, or transferee legal entity is a legal entity established and duly existing under the laws of Wisconsin;

(2) such resulting, surviving, or transferee legal entity is eligible to receive financial assistance under the Statute;

(3) such resulting, surviving, or transferee legal entity expressly assumes in writing all of the obligations of the Municipality contained in this FAA and the Municipal Obligations and any other documents the SDWLP deems reasonably necessary to protect its environmental and credit interests; and

(4) the SDWLP consents in writing to such transaction, which consent may be withheld in the absolute discretion of the SDWLP.

Section 5.21. Wage Rate Requirements The Municipality represents that it shall comply with Section 1450(e) of the Act (42 USC 300j-9(e)), which requires that all laborers and mechanics employed by contractors and subcontractors funded directly by, or assisted in whole or in part with, funding under the

Loan shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor (DOL) in accordance with subchapter IV of chapter 31 of title 40, United States Code.

Section 5.22. American Iron and Steel and Build America, Buy America The Municipality agrees to comply with all federal requirements applicable to the Project, including those imposed by the Infrastructure Investment and Jobs Act, which the Municipality understands requires that all iron and steel, manufactured products, and construction materials used in the Project are to be produced in the United States (Build America, Buy America requirements) unless the Municipality requested and obtained a waiver from the cognizant agency pertaining to the Project or the Project is otherwise covered by a general applicability waiver.

If the Municipality is exempt from Build America, Buy America requirements due to a waiver, the Municipality shall comply with the requirements for use of American Iron and Steel contained in Public Law 115-114 for products used in the Project that are made primarily of iron and/or steel. If the Municipality is not exempt from Build America, Buy America requirements, EPA views the American Iron and Steel requirements as meeting the iron and steel product requirements of Build America, Buy America Section 70914.

The Municipality agrees to comply with all record keeping and reporting requirements under all applicable legal authorities, including any reports required by the funding authority (such as EPA and/or the SDWLP), such as records regarding performance indicators of program deliverables, information on costs, and Project progress reports. The Municipality understands that: (i) each contract and subcontract related to the Project is subject to audit by appropriate federal and state entities, and (ii) failure to comply with the applicable legal requirements and this FAA may result in a default hereunder that results in: a repayment of the assistance agreement in advance of the maturity of the Bonds; termination and/or repayment of grants, cooperative agreements, or direct assistance; or other remedial actions.

Section 5.23. Federal Single Audit At the time of signing of this FAA, the funds awarded to the Municipality for this Project are considered to be subject to federal single audit requirements, but such consideration may change subsequent to this FAA if any changes are made to federal single audit requirements applicable to municipalities. To the extent applicable, the Municipality shall comply with the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Rewards (Uniform Guidance) For auditor's reference, the SDWLP Project falls under Catalog of Federal Domestic Assistance number 66.468. Without any request the Municipality shall furnish to DOA, at doaeif@wisconsin.gov as soon as available, and in any event within 30 days after completion, the Federal Single Audit. Notification must include acknowledgement of any state revolving fund findings and/or resolution of prior year findings.

Section 5.24. Federal Equivalency Project The Municipality covenants that the Project shall comply with federal requirements applicable to activities supported with federal funds, a list of which is included as Exhibit G of this FAA.

ARTICLE VI

MISCELLANEOUS

Section 6.01. Notices All notices, certificates, or other communications hereunder shall be sufficiently given, and shall be deemed given, when electronically delivered, hand delivered or mailed by registered or certified mail, postage prepaid, return receipt requested to the addresses set forth below:

(a) DEPARTMENT OF ADMINISTRATION
OFFICE OF CAPITAL FINANCE
SAFE DRINKING WATER LOAN PROGRAM
101 EAST WILSON STREET 10TH FLOOR
MADISON WI 53702-0004
OR
PO BOX 7864
MADISON WI 53707-7864

(b) DEPARTMENT OF NATURAL RESOURCES
BUREAU OF COMMUNITY FINANCIAL ASSISTANCE
101 SOUTH WEBSTER STREET CF/2
MADISON WI 53702-0005
OR
PO BOX 7921
MADISON WI 53707-7921

(c) US BANK CORP TRUST
DIANE PUTZEL EP-MN-WS3T
60 LIVINGSTON AVENUE
ST PAUL MN 55101-2292

(d) CITY OF MADISON WATER UTILITY
119 EAST OLIN AVENUE
MADISON WI 53713-1431

Any of the foregoing parties may designate any further or different addresses to which subsequent notices, certificates, or other communications shall be sent, by notice in writing given to the others. Any notice herein shall be delivered simultaneously to DNR and DOA.

Section 6.02. Binding Effect This FAA shall be for the benefit of, and shall be binding upon, the SDWLP and the Municipality and their respective successors and assigns.Section 6.03. Severability In the event any provision of this FAA shall be held illegal, invalid, or unenforceable by any court of competent jurisdiction, such holding shall not invalidate, render unenforceable, or otherwise affect any other provision hereof.

Section 6.04. Amendments, Supplements, and Modifications This FAA may be amended, supplemented, or modified to provide for additional loans for the Project by the SDWLP to the Municipality or for other purposes. All amendments, supplements, and modifications shall be in writing between the SDWLP (by DNR and DOA acting under authority of the Statute) and the Municipality.

Section 6.05. Execution in Counterparts This FAA may be executed in several counterparts, each of which shall be an original, and all of which shall constitute but one and the same instrument.

Section 6.06. Applicable Law This FAA shall be governed by and construed in accordance with the laws of the State, including the Statute.

Section 6.07. Benefit of Financial Assistance Agreement This FAA is executed, among other reasons, to induce the purchase of the Municipal Obligations. Accordingly, all duties, covenants, obligations, and agreements of the Municipality herein contained are hereby declared to be for the benefit of, and are enforceable by, the SDWLP, the Trustee, or their authorized agents.

Section 6.08. Further Assurances The Municipality shall, at the request of DNR and DOA, authorize, execute, acknowledge, and deliver such further resolutions, conveyances, transfers, assurances, financing statements, and other instruments as may be necessary or desirable for better assuring,

conveying, granting, assigning, and confirming the rights, security interests, and agreements granted or intended to be granted by this FAA and the Municipal Obligations.

Section 6.09. Assignment of Municipal Obligations The Municipality hereby agrees that the Municipal Obligations may be sold, transferred, pledged, or hypothecated to any third party without the consent of the Municipality.

Section 6.10. Covenant by Municipality as to Compliance with Program Resolution The Municipality covenants and agrees that it shall comply with the provisions of the Program Resolution with respect to the Municipality and that the Trustee and the owners of the Bonds shall have the power and authority provided in the Program Resolution. The Municipality further agrees to aid in the furnishing to DNR, DOA, or the Trustee of opinions that may be required under the Program Resolution.

Section 6.11. Termination This FAA may be terminated in whole or in part pursuant to one or more of the following:

(a) The SDWLP and the Municipality may enter into an agreement to terminate this FAA at any time. The termination agreement shall establish the effective date of termination of this FAA, the basis for settlement of termination costs, and the amount and date of payment of any sums due either party.

(b) If the Municipality wishes to unilaterally terminate all or any part of the Project work for which financial assistance has been awarded, the Municipality shall promptly give written notice to DNR. If the SDWLP determines that there is a reasonable basis for the requested termination, the SDWLP may enter into a termination agreement, including provisions for FAA termination costs, effective with the date of cessation of the Project work by the Municipality. If the SDWLP determines that the Municipality has ceased work on the Project without reasonable basis, the SDWLP may unilaterally terminate financial assistance or rescind this FAA.

Section 6.12. Rescission The SDWLP may rescind this FAA prior to the first disbursement of any funds hereunder if it determines that:

(a) there has been substantial non-performance of the Project work by the recipient without justification under the circumstances;

(b) there is substantial evidence this FAA was obtained by fraud;

(c) there is substantial evidence of gross abuse or corrupt practices in the administration of the Project;

(d) the Municipality has failed to comply with the covenants contained in this FAA; or

(e) any of the representations of the Municipality contained in this FAA were false in any material respect.

IN WITNESS WHEREOF, the SDWLP and the Municipality have caused this FAA to be executed and delivered, as of the date and year first written above.

CITY OF MADISON

By:_____
Satya Rhodes-Conway
Mayor

Attest:_____
Lydia A. McComas
Clerk

STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

By:_____
Authorized Officer

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES

By:_____
Authorized Officer

EXHIBIT A

PROJECT BUDGET SHEET

CITY OF MADISON
SDWLP Project No. 4837-15

	Total Project Costs	Ineligible Costs	SDWLP Award Amount
Force Account	250,000	0	250,000
Interim Financing	0	0	0
Preliminary Engineering	48,900	0	48,900
Land or Easement Acquisition	0	0	0
Engineering/Construction Mgmt.	1,005,200	0	1,005,200
Construction/Equipment	8,354,409	0	8,354,409
Contingency	668,353	0	668,353
Miscellaneous Costs	30,000	0	30,000
SDWLP Closing Costs	13,000	0	13,000
TOTAL	**$10,369,862**	**$0**	**$10,369,862**

Madison City, Wisconsin **Exhibit B**

Project 4837-15 Safe Drinking Water Fund Program

Loan Closing Date: ***August 26, 2026***

Payment Date	Principal Payment	Interest Rate	Interest Payment	Principal & Interest	Bond Year Debt Service	Calendar Year Debt Service
1-Nov-26	0.00	2.365%	44,280.75	44,280.75	0.00	44,280.75
1-May-27	0.00	2.365%	122,623.62	122,623.62	166,904.37	0.00
1-Nov-27	0.00	2.365%	122,623.62	122,623.62	0.00	245,247.24
1-May-28	438,634.20	2.365%	122,623.62	561,257.82	683,881.44	0.00
1-Nov-28	0.00	2.365%	117,436.77	117,436.77	0.00	678,694.59
1-May-29	449,007.90	2.365%	117,436.77	566,444.67	683,881.44	0.00
1-Nov-29	0.00	2.365%	112,127.25	112,127.25	0.00	678,571.92
1-May-30	459,626.94	2.365%	112,127.25	571,754.19	683,881.44	0.00
1-Nov-30	0.00	2.365%	106,692.16	106,692.16	0.00	678,446.35
1-May-31	470,497.11	2.365%	106,692.16	577,189.27	683,881.43	0.00
1-Nov-31	0.00	2.365%	101,128.53	101,128.53	0.00	678,317.80
1-May-32	481,624.37	2.365%	101,128.53	582,752.90	683,881.43	0.00
1-Nov-32	0.00	2.365%	95,433.33	95,433.33	0.00	678,186.23
1-May-33	493,014.79	2.365%	95,433.33	588,448.12	683,881.45	0.00
1-Nov-33	0.00	2.365%	89,603.43	89,603.43	0.00	678,051.55
1-May-34	504,674.59	2.365%	89,603.43	594,278.02	683,881.45	0.00
1-Nov-34	0.00	2.365%	83,635.65	83,635.65	0.00	677,913.67
1-May-35	516,610.14	2.365%	83,635.65	600,245.79	683,881.44	0.00
1-Nov-35	0.00	2.365%	77,526.73	77,526.73	0.00	677,772.52
1-May-36	528,827.97	2.365%	77,526.73	606,354.70	683,881.43	0.00
1-Nov-36	0.00	2.365%	71,273.34	71,273.34	0.00	677,628.04
1-May-37	541,334.75	2.365%	71,273.34	612,608.09	683,881.43	0.00
1-Nov-37	0.00	2.365%	64,872.06	64,872.06	0.00	677,480.15
1-May-38	554,137.32	2.365%	64,872.06	619,009.38	683,881.44	0.00
1-Nov-38	0.00	2.365%	58,319.39	58,319.39	0.00	677,328.77
1-May-39	567,242.66	2.365%	58,319.39	625,562.05	683,881.44	0.00
1-Nov-39	0.00	2.365%	51,611.74	51,611.74	0.00	677,173.79
1-May-40	580,657.95	2.365%	51,611.74	632,269.69	683,881.43	0.00
1-Nov-40	0.00	2.365%	44,745.46	44,745.46	0.00	677,015.15
1-May-41	594,390.52	2.365%	44,745.46	639,135.98	683,881.44	0.00
1-Nov-41	0.00	2.365%	37,716.79	37,716.79	0.00	676,852.77
1-May-42	608,447.85	2.365%	37,716.79	646,164.64	683,881.43	0.00
1-Nov-42	0.00	2.365%	30,521.90	30,521.90	0.00	676,686.54
1-May-43	622,837.64	2.365%	30,521.90	653,359.54	683,881.44	0.00
1-Nov-43	0.00	2.365%	23,156.84	23,156.84	0.00	676,516.38
1-May-44	637,567.75	2.365%	23,156.84	660,724.59	683,881.43	0.00
1-Nov-44	0.00	2.365%	15,617.60	15,617.60	0.00	676,342.19
1-May-45	652,646.23	2.365%	15,617.60	668,263.83	683,881.43	0.00
1-Nov-45	0.00	2.365%	7,900.06	7,900.06	0.00	676,163.89
1-May-46	668,081.32	2.365%	7,900.06	675,981.38	683,881.44	675,981.38
Totals	10,369,862.00		2,790,789.67	13,160,651.67	13,160,651.67	13,160,651.67

Net Interest Rate	2.3650%
Bond Years	118,003.7959
Average Life	11.3795

The above schedule assumes full disbursement of the loan on the loan closing date.

30-Jun-26 Wisconsin Department of Administration

Issuance Only

Loan Payment Schedule Comments
Please review the preceding loan payment schedule. It shows the dates of the first interest and principal payments. This schedule (Exhibit B), assumes all the loan funds are drawn on the loan closing date. Though borrowers often draw loan funds over time, interest only accrues when the funds are disbursed and after the date of each disbursement.

Payment schedules are based on when disbursements are drawn to date and are located at https://eif.doa.wi.gov/. Select "Loan Payment Schedule" on the lower half of the page.

Additional municipal loan reports at located at: https://eif.doa.wi.gov/. These reports include the following:

Available Report	Information Provided
Auditor Verification Report	Information commonly requested by municipal auditors. Available for completed calendar years.
Loan Account History	Loan disbursements, principal payments, and loan balance.
Loan Payment Schedule	Future principal and interest payments for disbursements.
Payment History	Past principal and interest payments.
Disbursement History	Past loan and grant disbursements.

Use the "Output to Excel" button at the bottom of the page to create the report in Microsoft Excel. Find details on generating reports at https://eif.doa.wi.gov/siteDescr.htm.

The Environmental Improvement Fund sends invoices semi-annually. Invoices are sent approximately 45 days prior to the due date. If the municipality has multiple loans, DOA will send a single invoice showing the payment amount for each loan.

May 1: principal and interest payments due
November 1: interest payments due

Contact DOA staff for more information about your payment schedule at doaeif@wisconsin.gov.

EXHIBIT C

FEDERAL REQUIREMENTS COMPLIANCE CERTIFICATION

[Prepare on Municipal Letterhead at Project Completion and Closeout]

The undersigned officials of the City of Madison (the "Municipality") hereby certify that, for all expenditures made for construction of DNR Project No. 4837-15 (the "Project"), the Municipality has met the prevailing wage rate requirements of the Davis-Bacon Act.

The Municipality further certifies that, after taking into account any national or project-specific waivers approved by the U.S. Environmental Protection Agency, DNR Project No. 4837-15 has met the requirements for Build America, Buy America of the Infrastructure Investment and Jobs Act, Public Law No. 117-58, §§ 70901-52, and the use of American Iron and Steel mandated under EPA's Drinking Water State Revolving Fund program.

The above certification is determined, after due and diligent investigation, to be true and accurate to the best of my knowledge.

By: _____ Dated as of: _____

[Name of Municipal Official or
Authorized Representative]
[Title]

Attest: _____ Dated as of: _____

[Name of Clerk or Secretary]
[Title]

EXHIBIT D

OPERATING CONTRACTS

As of the date of this FAA, the Municipality does not have any contracts with private entities or other governmental units to operate its Water System.

EXHIBIT E

UTILIZATION OF DISADVANTAGED BUSINESS ENTERPRISES (DBE)

Notice: This form is authorized by ss. 281.58, 281.59, and 281.61, Wis. Stats. Submittal of a completed form to the DNR is mandatory prior to receiving a final disbursement. Dollar amounts listed on the form should only include amounts paid under the Financial Assistance Agreement. Information collected on this form will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law [ss. 19.31–19.39, Wis. Stats.].

Municipality City of Madison	Project Number 4837-15
Project Description Rehabilitate Well #12, Construct Zone 7/8 PRV/PSV Interconnection, & Construct Reservoir	

Are any DBEs expected to be utilized on the project? If yes, list below. Yes X No □

DBE Firm	Indicate DBE Type	Construction or Non-construction*	Contract Estimate ($)	Enter at Project Closeout: Actual Amount Paid to the DBE ($)	Enter at Project Closeout: Certifying Agency or List
SAMPLE: ABC Engineering, LLC.	*X MBE □ WBE □ Other*	*Non-construction*	*10,000*	*9,950*	*WisDOT*
Capital Steel Erectors, Inc.,	□ MBE X WBE □ Other	construction	24,400		
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
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	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				
	□ MBE □ WBE □ Other				

* Construction costs include but are not limited to paving, excavation, HVAC, plumbing, electrical, carpentry, trucking, and equipment. Non-construction costs include but are not limited to professional services, engineering, land acquisition, and supplies.

I hereby certify that, to the best of my knowledge and belief, the information provided on this form is accurate and correct.

Signature of Municipal Representative		Date Signed
Name of Person Completing This Form	Email Address	Phone Number

EXHIBIT F

PROJECT MANAGER SUMMARY PAGE

CITY OF MADISON
SDWLP Project No. 4837-15

1. Project Description: The funding for this Project will be used to reconstruct Well No.12 pumphouse and to construct a new 1,000,000-gallon concrete reservoir on the Well No. 12 site. The pumphouse reconstruction will include the replacement of the existing well pump and motor, a new pressure reducing valve (PRV) and pressure safety valve (PSV), two high service pumps, new chemical feed equipment and SCADA equipment. The new 1,000,000-gallon concrete reservoir will replace the existing 150,000-gallon reservoir. Details regarding the Project can be found in the DNR water system facilities plan and specification approval letter, W-2025-0627, dated February 9, 2026. Three separate applications were submitted for funding: Rehabilitate Well No.12, Project No. 4837-15: Construct Well No. 12 Reservoir, Project No. 4837-16; and Construct Zone 7/8 PRV Interconnection, Project No. 4837-17. All three applications have been combined into Project No. 4837-15.

2. Ineligible Costs: There are no ineligible costs identified in the review of this Project. If the DNR identifies ineligible costs as the Project progresses, the Department will notify the Municipality.

3. Other Funding Sources for Eligible Project Costs: There are no other funding sources for eligible Project costs.

4. Miscellaneous Costs: As shown in the Project Budget Sheet (Exhibit A), SDWLP funding in the amount of $30,000 is included in the Miscellaneous category for:

    - Permits/Fees $25,000
    - Baker Tilly $5,000

5. Contingency Allowance: The contingency allowance of $668,353 is eight percent of the amount of uncompleted construction work. The Municipality must obtain CME approval of change orders prior to requesting reimbursement.

6. Disadvantaged Business Enterprise (DBE) Good Faith Effort: The Municipality and the prime contractor, Joe Daniels Construction Company, Inc., made good faith efforts to solicit for DBE participation. Contractors are required to solicit for DBEs if they do any subcontracting. The Municipality placed a bid ad soliciting for DBEs. Joe Daniels Construction Company, Inc., placed a bid ad for DBE participation, and the following DBE was selected:

    - Capital Steel Erectors, Inc., WBE, construction, $24,400 (estimated)

.

7. Green Project Reserve: No green project reserve elements were identified during the review of this Project.

8. Build America, Buy America: This Project is subject to the Build America, Buy America requirements of Title IX of the Infrastructure Investment and Jobs Act, Public Law No. 117-58, §§ 70901-52. If this Project is exempt from Build America, Buy America requirements under a project specific or general applicability waiver, the Project is still subject to use of American Iron and Steel requirements of Section 1452 of the Act.

9. Environmental Review: Based on the information submitted to the SDWLP regarding activities associated with this Project, the SDWLP has determined that the Project will result in a categorical exclusion (CE), under §6.204 (a)(1) with the following requirements and recommendations:

1.) A construction site storm water permit is required if the Project has one or more acres of total land disturbance.

2.) Rusty Patched Bumble Bee (Recommended):

This project overlaps the Rusty Patched Bumble Bee (RPBB) High Potential Zone and contains suitable habitat for the bee. Project proponents should follow the U.S. Fish and Wildlife Service S7 Guidance: https://www.fws.gov/media/esa-section-7a2-voluntary-implementation-guidance-rusty-patched-bumble-bee. Follow-up actions may include (as applicable):

• use native trees, shrubs and flowering plants in landscaping,
• provide plants that bloom from spring through fall (Wisconsin Native Plant Species List: https://p.widencdn.net/tanvm9/NH0936),
• remove and control invasive plants in any habitat used for foraging, nesting, or overwintering

If suitable habitat is present and will be affected by the project, please contact the USFWS Bloomington field office at (952) 252-0092 or TwinCities@fws.gov for further consultation.

The SDWLP environmental review specialist is available to answer any questions you may have regarding construction requirements or recommendations and the DNR construction management engineer may conduct site visits to verify requirements are being met. Failure to comply with construction requirements as well as any other action resulting in the taking of any federally listed species or significant negative environmental impact may result in a loss of funding.

If the Project site or activity is modified in any way that may alter the determination above, please contact the SDWLP environmental review specialist prior to the start of the new or altered construction. Failure to notify the SDWLP in the event of scope change, addition, or change in disturbance footprint leading to negative environmental impacts may result in a loss of funding.

10. Federal Single Audit: This Project is being financed with federal funds and is subject to the Federal Single Audit requirements referenced in Section 5.23 of this FAA. If the Municipality receives more than $1,000,000 of money that originates from any federal source in a calendar year, then it must commission a Federal Single Audit as part of its regular financial audit. The Catalog of Federal Domestic Assistance number is 66.468 for drinking water project disbursements funded with federal money.

EXHIBIT G

LIST OF FEDERAL LAWS AND AUTHORITIES

The Municipality acknowledges that the Project is designated as a Federal Equivalency project, which is subject to additional federal requirements listed below.

- Administration of the Clean Air Act and the Federal water Pollution Control Act of 1973, (Executive Order 11738)
    - Section 306 of the Clean Air Act, 42 U.S.C. §7606 et seq.
    - Section 508 of the Clean Water Act, 33 U.S.C. §1368 et seq.
- Archaeological and Historic Preservation Act of 1974 (P.L. 93-291, as amended) 16 U.S.C. §469a-1
- Build America, Buy America Act (BABA), P.L. 117-58, §§ 70901-52
- Civil Rights Laws
    - Title VI of the Civil Rights Act of 1964 (P.L 88-352), 42 U.S.C §2000d et seq.
    - Section 504 of the Rehabilitation Act of 1973, 29 U.S.C §794
    - The Age Discrimination Act of 1975, 42 U.S.C. §6102 et seq.
- Clean Air Act Conformity (P.L. 95-95, as amended) 42 U.S.C. §7506(c)
- Coastal Barriers Resources Act (P.L. 97-348) 16 U.S.C. §3501 et. seq.
- Coastal Zone Management Act (P.L. 92-583, as amended) 16 U.S.C. §1451 et. seq.
- Debarment and Suspension (Executive Order 12549)
- Demonstration Cities & Metropolitan Development Act (P.L. 89-754, as amended) 42 U.S.C. §3331 et. seq.
- Endangered Species Act (P.L. 93-205, as amended) 16 U.S.C. §1531 et. seq.
- Enhancing Public Awareness of SRF Assistance Agreements (EPA Office of Water Memo dated June 3, 2015)
- Farmland Protection Policy Act (P.L. 97-98) 7 U.S.C. §4201 et. seq.
- Federal Single Audit Act (2 CFR 200 Subpart F)
- Fish and Wildlife Coordination Act (P.L. 85-624, as amended) 16 U.S.C. §661
- Floodplain Management (Executive Order 11988, as amended by Executive Order 12148)
- National Historic Preservation Act of 1966 (P.L. 89-665, as amended) 54 U.S.C. §300101 et. seq.
- NEPA-like Environmental Review (National Environmental Policy Act)
- Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment (2 CFR 200.216)
- Promoting the Use of Small, Minority, & Women-owned Businesses (Executive Orders 11625, 12138, & 12432)
- Protection and Enhancement of the Cultural Environment (Executive Order 11593)
- Protection of Wetlands (Executive Order 11990, as amended by Executive Order 12608)
- Uniform Relocation Assistance and Real Property Acquisition Policies Act (P.L. 91-646, as amended)
- Wild & Scenic Rivers Act (P.L. 90-542, as amended) 16 U.S.C. §1271 et. seq.

Legislation Details (With Text)

File #:	94045	**Version:**	1	**Name:**	Water Utility Bonds 2026
Type:	Resolution			**Status:**	Report of Officer
File created:	7/14/2026			**In control:**	FINANCE COMMITTEE
On agenda:	8/4/2026			**Final action:**	
Enactment date:				**Enactment #:**	

Title: Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026; and Providing for Other Details and Covenants with Respect Thereto and Authorizing an Amendment to the 2026 Water Utility Capital Budget.

Sponsors: Regina M. Vidaver

Indexes:

Code sections:

Attachments: 1. Memo to Water Board RE 2026 SDWLP Revenue Bonds for funding Well 12 Project.pdf, 2. Madison Water Utility 2026 SDWLP Subordinate Water Bonds - Award Resolution.pdf

Date	Ver.	Action By	Action	Result
7/21/2026	1	COMMON COUNCIL		
7/14/2026	1	Attorney's Office	Referred for Introduction	

Fiscal Note

This resolution authorizes the sale and issuance of $10,369,862 subordinate water utility revenue bonds, series 2026 at an annual interest rate of 2.365% and repaid over the next 20 years. Annual debt service is estimated to be approximately $680,000 and will be paid from Water Utility revenues. Interest costs are anticipated to total $2.8 million over the next 20 years. The 2026 bond issuance will be awarded to the State of Wisconsin Department of Natural Resources (DNR), which administers the Safe Drinking Water Loan Program (SDWLP). This funding will be used for the Unit Well 12 reconstruction project (Munis #10452).

The Water Utility capital budget currently includes $10.0 million in funding for the project. $8.0 million was approved in the 2025 and 2026 budgets, and an additional $2.0 million was approved through a 2026 resolution (Legistar file 92748). The final revenue bond is $10,369,862, which is higher than the budget. This resolution further amends the project to increase budget authority by an additional $369,862.

Title

Authorizing the Sale and Issuance of up to $10,369,862 Subordinate Water Utility Revenue Bonds, Series 2026; and Providing for Other Details and Covenants with Respect Thereto and Authorizing an Amendment to the 2026 Water Utility Capital Budget.

Body

Please see attached Award Resolution.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94047

File ID:	94047	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/14/2026
File Name:	Approving the design for the State Street Campus Garage/Hawthorne Court Percent for Art Project and authorizing the Mayor and City Clerk to execute an agreement with StudioKCA, LLC for a site-specific public art feature			**Final Action:**	

Title: Approving the design for the State Street Campus Garage/Hawthorne Court Percent for Art Project, authorizing the Mayor and City Clerk to execute an agreement with StudioKCA, LLC for design, fabrication, delivery and installation of a site-specific public art feature, and dissolving the State Street Campus Garage/Hawthorne Court Public Art Ad-Hoc Committee. (District 2)

Notes:

Sponsors:	Ellen Zhang, Will Ochowicz And Michael E. Verveer	**Effective Date:**	
Attachments:	StudioKCA_Cheerio_State Street Campus Garage.pdf, 260717 STR State Street Garage Installation_DD100 Calculation Report_Sealed.pdf, 260717 STR State Street Garage Installation_DD100 Permit Set_Sealed.pdf	**Enactment Number:**	
Author:	Meri Rose Ekberg	**Hearing Date:**	
Entered by:	MEkberg@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/14/2026	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/27/26), Common Council (8/4/26)						
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text: A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.						
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94047

Fiscal Note

The proposed resolution approves the design, engineering, fabrication, delivery, and installation of the State Street Campus Garage/Hawthorne Court Percent for Art Project. Funding for public art is calculated as an additional 1% of the eligible project budget as called for in the Percent for Art ordinance (MGO 4.30). Construction estimates in the schematic design phase were approximately $47.7 million; an additional 1% for art was calculated at $477,069. The proposed resolution authorizes an agreement for the Percent for Art project with either StudioKCA, LLC for up to $272,000 or the alternate AREA-C Projects for up to $320,000.

The total budget for the project of $49.3 million was approved through two Capital Budgets. The 2023 Capital Budget included $48.0m for the State Street Campus Garage Replacement project (Munis project 14145) supported by $29.5 million in Non-General Fund GO Borrowing and $18.5 million in Parking Reserves. The 2024 Adopted Capital Budget included $4.8 million in TIF-supported GO Borrowing and lowered the Parking Utility-supported GO Borrowing approved in the 2023 budget by $2.5 million. No additional City appropriation is required with approval of the proposed resolution.

Title

Approving the design for the State Street Campus Garage/Hawthorne Court Percent for Art Project, authorizing the Mayor and City Clerk to execute an agreement with StudioKCA, LLC for design, fabrication, delivery and installation of a site-specific public art feature, and dissolving the State Street Campus Garage/Hawthorne Court Public Art Ad-Hoc Committee. (District 2)

Body

WHEREAS, multiple plans adopted by the Common Council over the last twenty years, including the Public Art Framework and Field Guide for Madison, Wisconsin (2002) (the “Public Art Framework”), the Madison Cultural Plan (2013), and the Comprehensive Plan (2018), recommend that the City integrate and fund public art as part of City capital projects as a primary way to introduce public art into the life of the community; and,

WHEREAS, in 2017, the Common Council adopted the Percent for Art Ordinance that requires that one percent (1%) of the City funding for capital projects with a total budget of at least $5 million be designated to integrate public art into the project; and,

WHEREAS, in RES- 23-00721, File ID #79408 from November 21, 2023, the Common Council approved city staff issuing a Request for Qualifications (RFQu) to seek artist(s) and the creation of the Ad Hoc State Steet Campus Garage/Hawthorne Court Public Art Committee to review proposals and recommend an artist(s); and

WHEREAS, on August 22, 2025, the City issued a Request for Qualifications (RFQu 14068-0-2025) for artists interested in creating public art for the State Street Campus Garage/Hawthorne Court Percent for Art Project; and

WHEREAS, by September 25, 2025, the deadline for submittals to the RFQu, the City received 66 eligible applications; and

WHEREAS, on October 13, 2025, The Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee met to score applicants on Artistic Merit, Experience, Feasibility, Quality, and Local Vendor Preference, and voted to recommend to the Madison Arts Commission that the top three scoring applicants (Matthew Mazzotta, StudioKCA, and AREA-C Projects) be invited to submit design concepts for review; and

WHEREAS, on October 15, 2025, the Madison Arts Commission (MAC) reviewed the recommendation of the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee, and voted to approve the top three scoring applicants (Matthew Mazzotta, StudioKCA, and AREA-C Projects) be the finalists and proceed to the design phase of the State Street Campus Garage/Hawthorne Court Percent for Art Project; and

WHEREAS, on November 14, 2025, the finalists attended an in-person orientation, site-visit and a community meeting at the Chazen Museum of Art to receive feedback from the public; and

WHEREAS, on February 17, 2026, the finalists submitted their final design concepts for the State Street Campus Garage/Hawthrone Court Percent for Art Project to city staff; and

WHEREAS, on February 23, 2026, the finalists attended a virtual community meeting to present their designs and answer questions; and

WHEREAS, a survey was issued to the public between February 18 and March 9, 2026, and 625 responses were received and results were shared with members of the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee; and

WHEREAS, on March 16, 2026, the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee reviewed the design proposals, scored them on Artistic Merit, Content, Site-Specificity, Feasibility, and Budget, and voted to recommend that the Madison Arts Commission select the top-scoring proposal, StudioKCA's Cheerio, for the State Street Campus Garage/Hawthorne Court Percent for Art Project, with the second scoring proposal, AREA-C Projects' Inter/Stitch, as an alternate; and

WHEREAS, on March 17, 2026, the Madison Arts Commission voted to approve the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee's recommendation to select StudioKCA's *Cheerio* for the State Street Campus Garage/Hawthorne Court Percent for Art Project, with AREA-C Projects' *Inter/Stitch* as an alternate; and

WHEREAS, if staff cannot reach an agreement with StudioKCA, LLC by November 1, 2026, they may offer the public art opportunity to the selected alternate AREA-C Projects.

WHEREAS, the original project budget noted in the RFQu was $320,000 and $48,000 was paid to StudioKCA LLC under a design development agreement, the remaining award amount is $272,000; and

WHEREAS, StudioKCA, LLC. will be contractually required to collaborate with appropriate City of Madison staff and commissions in finalizing the design details of the State Street Camous Garage/Hawthorne Court Percent for Art project; and

WHEREAS, RES- 23-00721, File ID #79408 states that the Committee shall be dissolved upon completion and acceptance of all projects funded from the Percent for Art allocation; and

WHEREAS, the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee has completed their work as of March 2026 and there is no need to reconvene; and

NOW, THEREFORE, BE IT RESOLVED, that the Madison Common Council, the Madison Arts Commission, and the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art

Committee approve the design of Cheerio, or alternate Inter/Stitch, for the State Street Campus Garage/Hawthorne Court Percent for Art Project; and

BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute an agreement with StudioKCA, LLC. for up to $272,000 or the alternate AREA-C Projects for up to $320,000 for all costs associated with design, engineering, fabrication, delivery, and installation of the proposed artwork.

BE IT STILL FURTHER RESOLVED that any unspent funds upon completion of associated projects shall be transferred to the Arts Aggregated Fund or the Art Maintenance and Conservation Fund.

BE IT FINALLY RESOLVED that the Ad Hoc State Street Campus Garage/Hawthorne Court Public Art Committee completed their work and is hereby dissolved upon approval of this resolution.

“Cheerio”

“Stay, little cheerful Robin! stay,
And at my casement sing…”

-William Woodsworth

Narrative for "***Cheerio"***

When I was kid, we learned about the Robin, and how it was our state bird, how it didn't migrate but stayed through all the seasons in and around Madison, rain or shine, cold or heat. We also spent time learning how to identify the robin and other birds by the bird calls. Identifying bird calls is something we still do as a family during the summers. Last January we were in London, and my son said, "Hey they sound just like Robins!" Cheerio! Cheerio! Cheerio! He was right, the common hello and goodbye of our friends sounds similar to the calls of the Robins we would encounter back in Madison.

When Lesley and I were beginning to work on the depot art concept, this story resurfaced and put a smile on both of our faces. So we thought, what if we were to build the state bird welcoming visitors to the state capitol in a way that made people smile as they entered the garage? The area is large enough, and if we design and engineer them right, we could build two Robins (one at either end of the bus entry)- and maybe even set of those beautiful and distinctive Robin's eggs as seating inside? So this is the sculptural concept we worked on, called "Cheerio"

Cheerio is a sculpture that looks like 2 giant American Robins ushering in the visitors as the move past them on Hawthorne Court, into the depot. One Robin sits looking out at the front of Hawthorne as pedestrian and vehicular traffic flows into the site, while the other looks towards where the buses are going, near the egress tower. Within the depot three tiffany blue robin's eggs create seating for people waiting for the buses to arrive/depart.

Summer

Fall

Winter

Spring

LOCATION

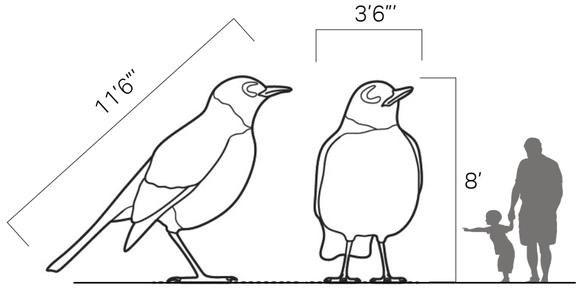
Cheerio

Cheerio is a sculpture that is built in three parts and meant to be a welcoming reveal as visitors enter Hawthorne and the depot.

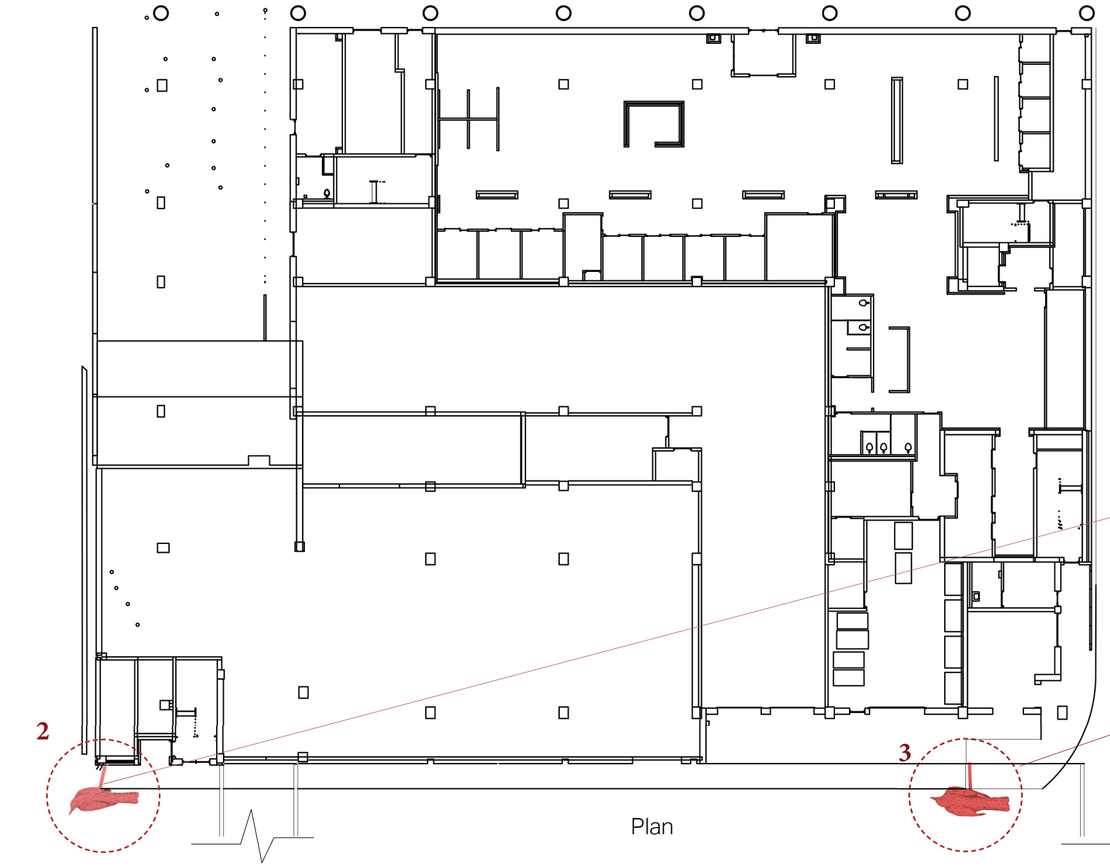
The first “Robin” sits on a perch at the entry to Hawthorne and looks to be peeking around the corner at the incoming traffic- a tentative “Hello”.

The second “Robin” is comfortably seated at the second vertical egress of the parking garage and the bus entrance to the depot- it’s beak pointing the general direction vehicular traffic should flow.

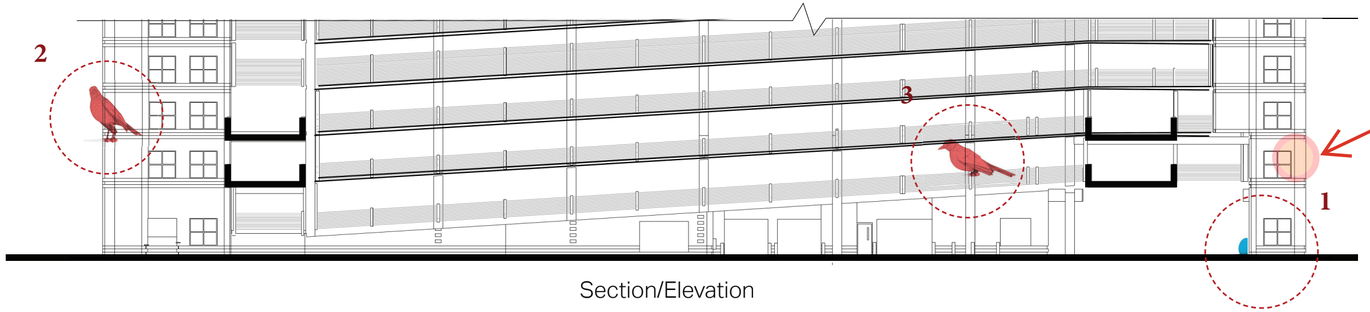
The third robin is a trio of “Robin’s eggs” that double as seating inside the depot itself.



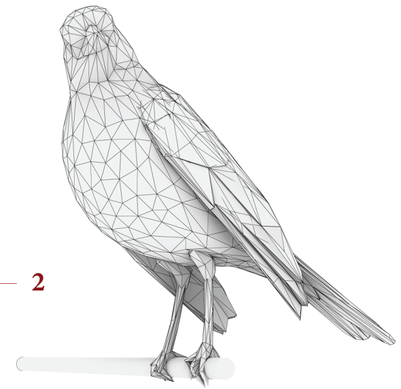
Scale

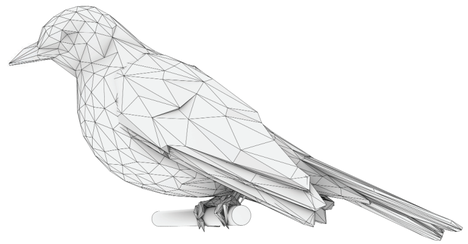


Plan



Section/Elevation





New location for item 3 (winter robin)

Scale

FORMAL DIRECTION

Cheerio

The “Robins” are scaled to approximately 15x the size of an actual robin. The first Robin is approximately 25’ up in the air and positioned as if it is looking around the
corner at incoming traffic. The second Robin, sits above where the buses turn in, and looks as if settling in for a nap. The last three Robins are still in their eggs, and provide a place for visitors to perch while waiting for the buses.

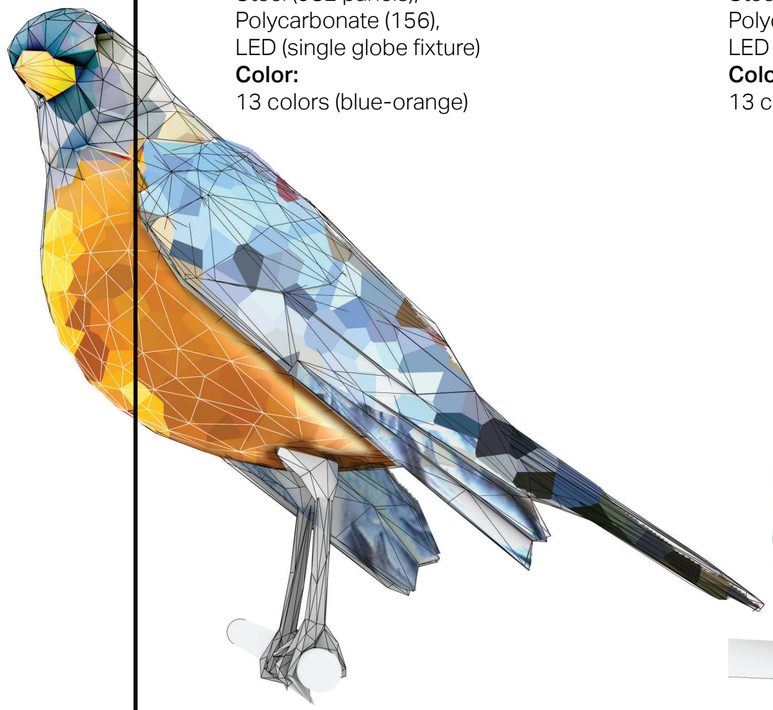
Fabrication and construction methodology:
Robins are created through a stainless steel armature and an exterior surface made from 16 gauge Stainless Steel. The Chest of each robin is made from approximately 175 red translucent polycarbonate panels so that when the internal LED fixture is turned on, the red breast of the Robin glows red with hints of white along the wings (Red+White)

Each Robin has a light (airplane-like) internal structure welded to an 8” structural tube that is mounted via anchors to the egress tower’s structure.

Construction Methodology tested and resolved on two pieces currently in Production (*Star* for Boston Children’s Hospital, and *Forest Stories* for the city of Burlington, Vermont)

ROBIN 2 **(Summer)**

Dimensions:
Height: 11’ (standing)
Width: 15’3” (Wingspan)
Length (tip tot tail): 11’6”
Body Width: 3’6”
Weight: 232 lbs
Materials:
Steel (982 panels),
Polycarbonate (156),
LED (single globe fixture)
Color:
13 colors (blue-orange)



ROBIN 2 (Summer)

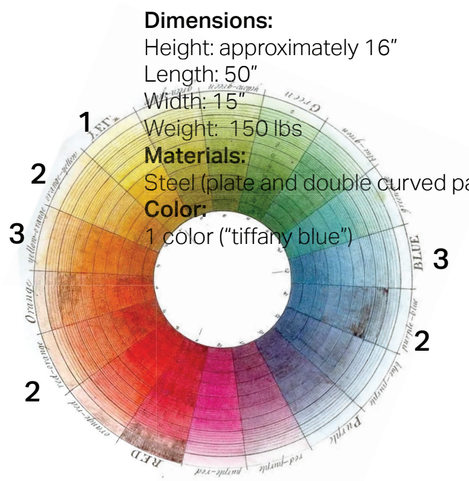
ROBIN 3 **(Winter)**

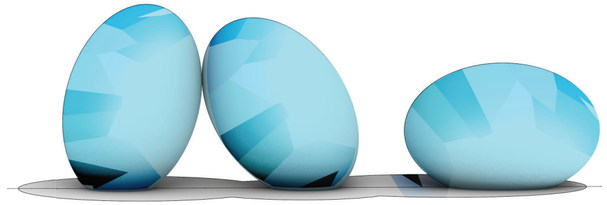
Dimensions:
Height: 9’ (sitting)
Width: 15’3” (Wingspan)
Length (tip tot tail): 11’6”
Body Width: 5’8”
Weight: 206 lbs
Materials:
Steel (973 panels),
Polycarbonate (166),
LED (single globe fixture)
Color:
13 colors (blue-orange)

ROBIN 3 (WINTER)

Robin 1,2,&3 **(Spring)**

Dimensions:
Height: approximately 16”
Length: 50”
Width: 15”
Weight: 150 lbs
Materials:
Steel (plate and double curved panels),
Color:
1 color (“tiffany blue”)

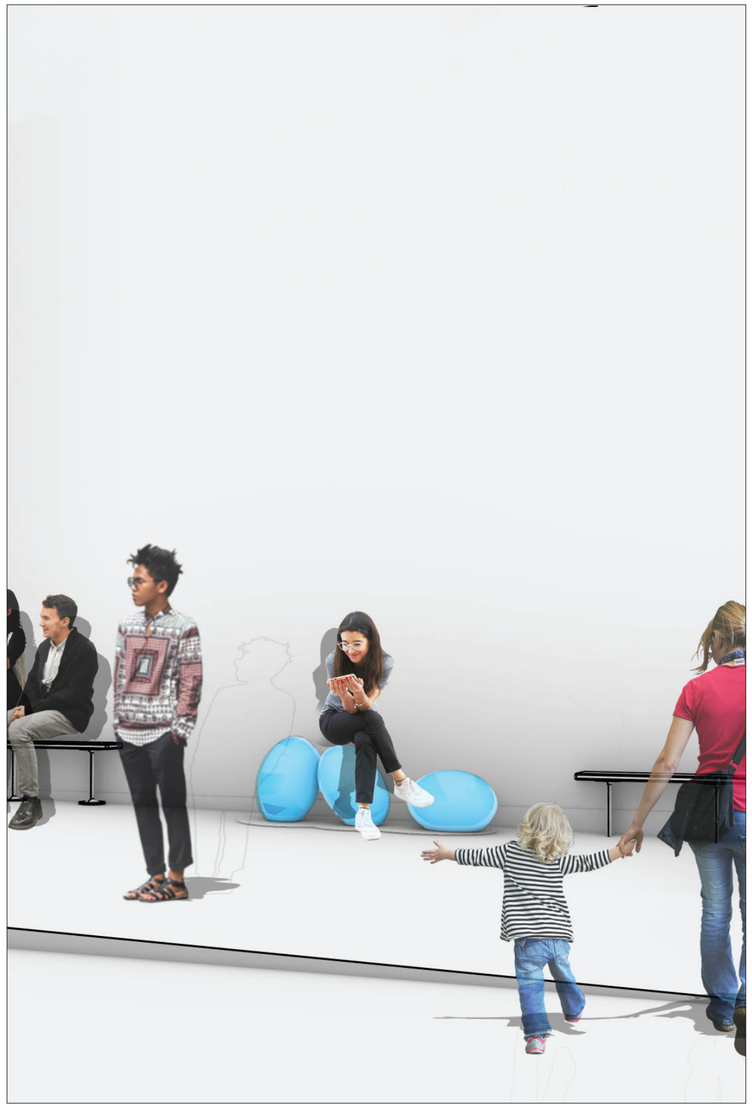




ROBIN 1, 2, and 3 (SPRING)

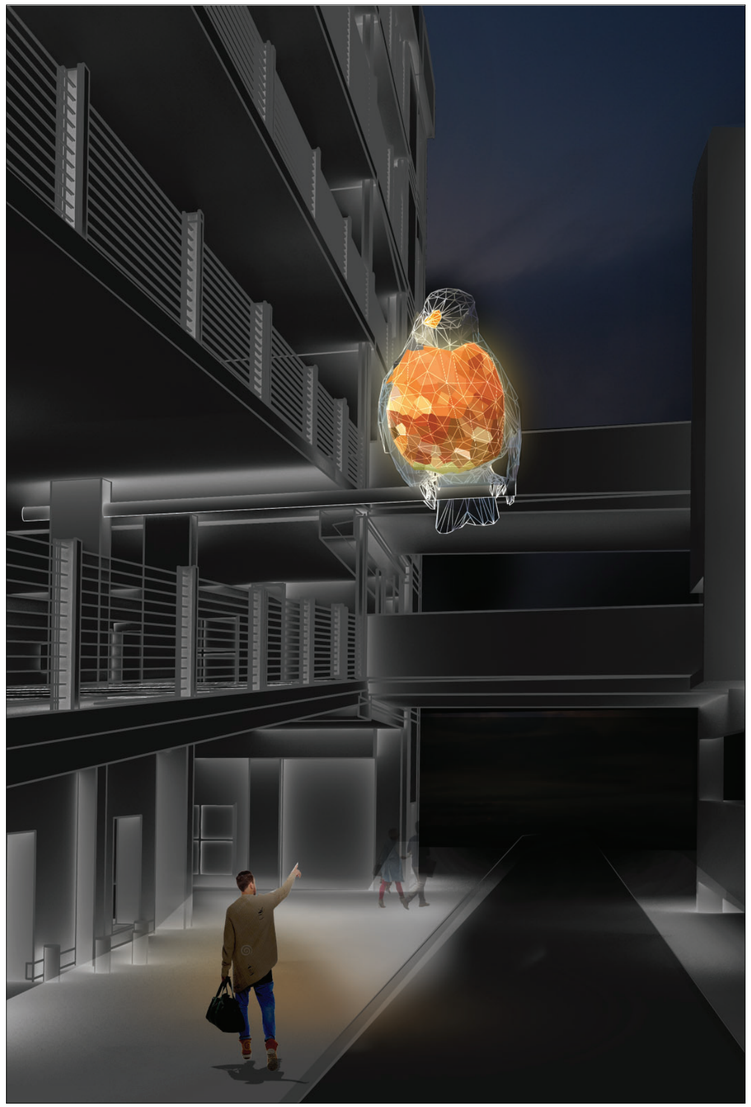
RENDERING

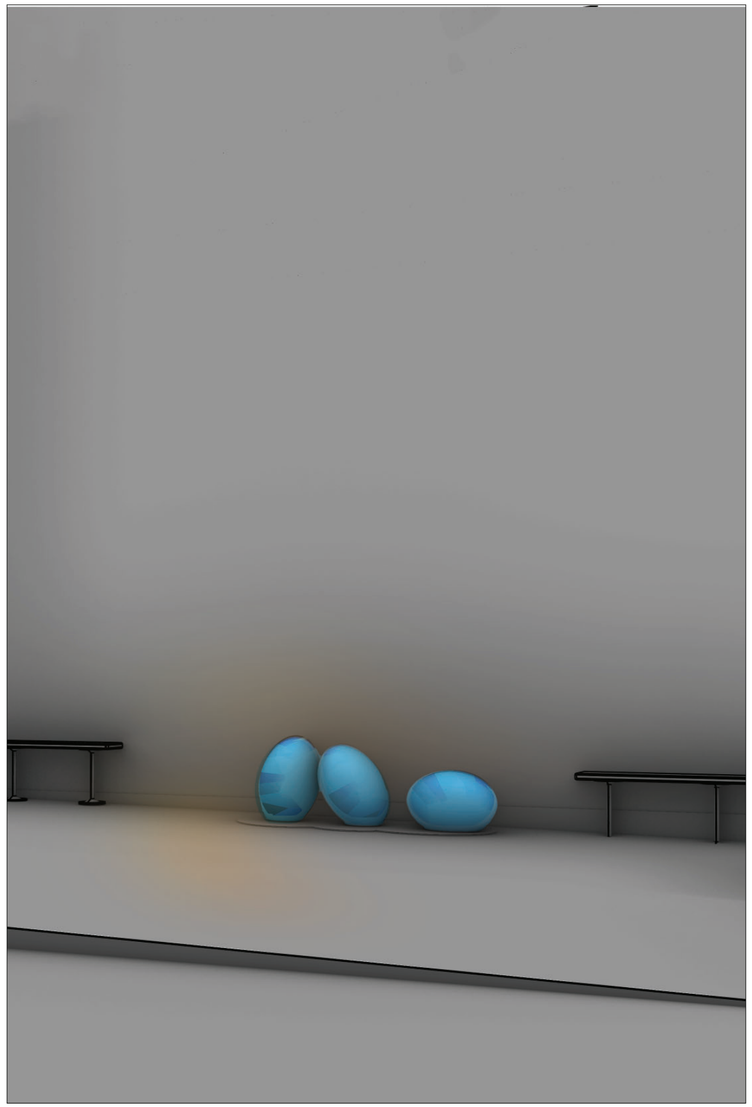
Cheerio (day)



RENDERING

Cheerio (night)





PRELIMINARY BUDGET+SCHEDULE+NARRATIVE

NARRATIVE:

Cheerio is a sculpture that creates 2 city-sized, sculptural versions of the American Robin, Wisconsin's State bird perched on Hawthorne to help in way-finding as well as to "greet" bus and pedestrians entering the depot. 3 robin's egg-shaped seating elements can be found safe and warm inside the depot. At night, the Robin's red breast glows from perforations made during construction, as do the tips of their wings.

Fabricated using a stainless steel armature, concrete anchors, polycarbonate sheets and IP65 rated LED fixtures.

The sculpture is built to withstand public interaction and Wisconsin weather. Anticipated maintenance is periodic replacement of LED fixtures (every 10 years), periodic cleaning, and yearly inspection.

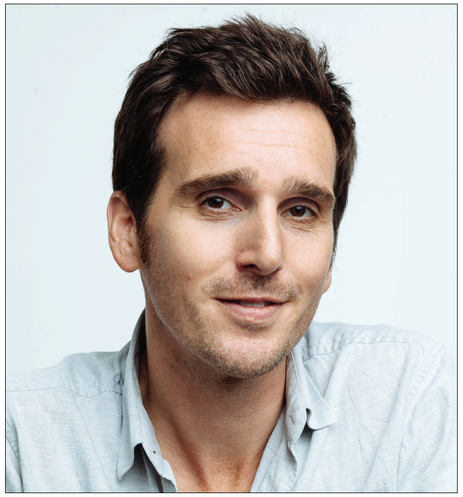
PRELIMINARY SCULPTURE BUDGET:

- DESIGN+ENGINEERING $32,000
  (Includes presentation, community engagement, artist fees)
- FABRICATION: $218,000
  (includes transportation ,insurance, stainless steel+polycarbonate construction, Duranar/sim paint/finish)
- LIGHTING: $15,000
  (internally lit with LED fixtures)
- INSTALLATION: $50,000
- CONTINGENCY: $5,000

NOTE: permits, if necessary, are not included in preliminary budget

PRELIMINARY SCHEDULE

- Design Development/Construction/ Fabrication Drawings: 3-5 months
- Fabrication: 5-6 months
- Installation of footing/connection posts (1-2 days)
- Installation of Sculpture: 5 days



Jason Klimoski

ABOUT

StudioKCA, is a diverse, multidisciplinary art and design studio based in Brooklyn, NY founded by Jason Klimoski and Lesley Chang in 2012. They are a group of architects, artists, lighting designers, and fabricators who spend their time and energy in the pursuit of building meaningful objects and experiences for public spaces and events, with the hope that visitors are inspired to explore the world and have a positive impact on it. Their work ranges in scale and complexity from large pavilions and sculptures, to information kiosks, and even table lamps and chandeliers. Working collaboratively with clients and community leaders, they create iconic pieces that respond to their site and program requirements in thoughtful and thought provoking ways. Many of their creations explore the use of materials in unconventional ways focused on nature, science, consumption, conservation, and community. Their work has been showcased in many international magazines and television programs, and has shown in 5 countries, and 3 museums. Clients are private companies, individuals, and governments ad government agencies including NASA, ESA (European Space Agency), Boston Children's Hospital in Boston, MA, Canary Wharf Group in London, England, The Freyer Newman center in Denver Colorado, Patricia Reser Center for rthe Perfoming Arts in Beaverton, Oregon, the City of Bruges Belgium, the City of Kaohsiung Taiwan, the City of Ottawa, Canada; the City of New York, the City of Oklahoma City, and the City of Olathe Kansas.

Lesley Chang

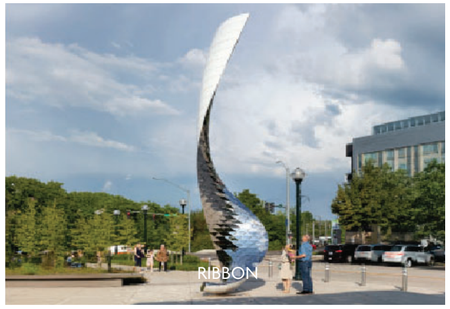
SELECT COMMISSIONED PUBLIC ART

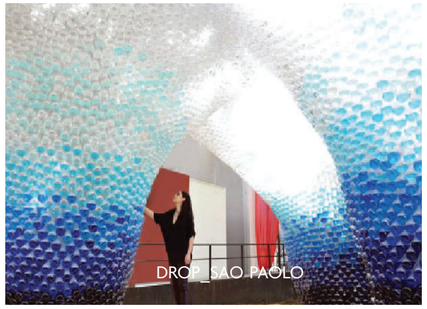
"Tomorrow Today", Ramapo, New Jersey (2026), "Interstellar Influencer (make an impact)" Alexandria, Virginia (2025); "Whale on the Wharf", Canary Wharf, London (2025); 'First Impressions', Town Branch Park, Lexington, KY (2025); "Star", Boston, MA (2025-Forthcoming); "Forest Stories", Burlington, VT (2025-Forthcoming); "Vanier Gateway" Ottawa, Canada (2024) "Upon Reflection", Toledo, Ohio (2023); 'Taking Flight', City of Oklahoma City, OK; (2022); Whale in Love, Kaohsuing, Taiwan (2020); 'Leaf', Denver Botanic Gardens Freyer-Newman Center, City of Denver, CO (2020); 'SEED', City of Olathe, KS (2019); 'Night and Day', City of Hopkins, MN (2018); 'Skyscraper (the Bruges Whale)', City of Bruges, Belgium (2018); 'NASA Orbit Pavilion', The Huntington Library, Art Collection, and Botanical Gardens, San Marino, CA (2016); 'Firefly', The Gray Hotel, Chicago, IL, 'NASA Orbit Pavilion', Intrepid Sea, Air and Space Museum, New York, NY (2015); 'NASA Orbit Pavilion', New York University, New York, NY (2015); 'Metamorphosis', The Exploratorium Museum, San Francisco, CA (2015); 'Key to My Heart', 120 Wall Street, New York, NY (2014); 'A Comet Lands in Brooklyn (Rosetta)', Brooklyn Bridge Park, Brooklyn, NY (2014); 'Drop', Jockey Club, Sao Paulo, Brazil (2014); 'Head in the Clouds', Governors Island, New York, NY (2013).

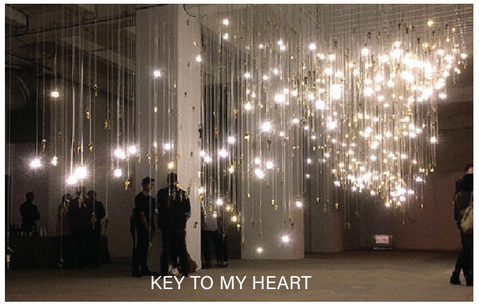
Link to digital portfolio: www. studiokca.com

THE BRUGES WHALE

NASA ORBIT PAVILION (WEST COAST)


RIBBON


DROP_SAO PAOLO


KEY TO MY HEART

SEED

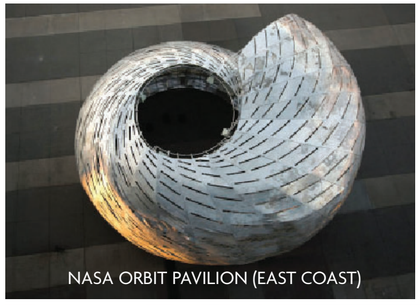
UPON REFLECTION

LEAF

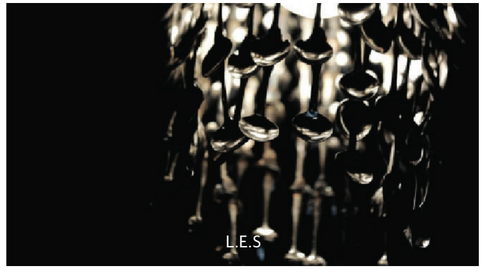
INTERSTELLAR INFLUENCER

LIGHT AS A FEATHER

A COMET LANDS IN BROOKLYN


NASA ORBIT PAVILION (EAST COAST)

EVERY CLOUD


L.E.S

IS)OBEL IN THE GARDEN

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FIREFLY

CRAFT
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State Street Garage Installation

State Street Campus Garage
Westport, Wisconsin 53518

CR-26042

CALCULATION REPORT

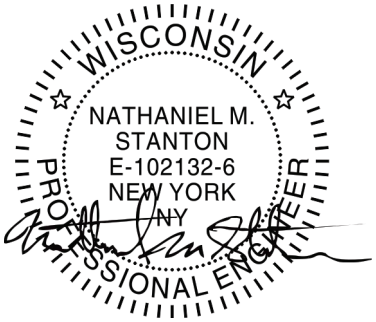
JULY 17, 2026

39 W. 38th St., Fl. 10 | New York, NY 10018
(646) 912-9867 | info@craftengin.com | www.craftengin.com

REVISION	DESCRIPTION	ISSUED BY	DATE	CHECKED BY
00	Structural Calculation Report – DD100 Permit	JCM	07/17/2026	CGF

PROJECT TEAM Jamie Cooper
Carl Fosholt

SIGNING ENGINEER Nathaniel Stanton PE
SIGNATURE



DATE July 17, 2026

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1 INTRODUCTION

The State Street Garage Installation involves the design of the structural elements of an art installation to be located at the above noted address. The installation involves two metal robins supported by a fabricated metal perch as well as a series of three metal eggs to be located on the ground. The robins are fabricated from fully welded thin steel faceted plates, fully welded to a steel pipe tree branch which anchors to the existing parking garage structure.

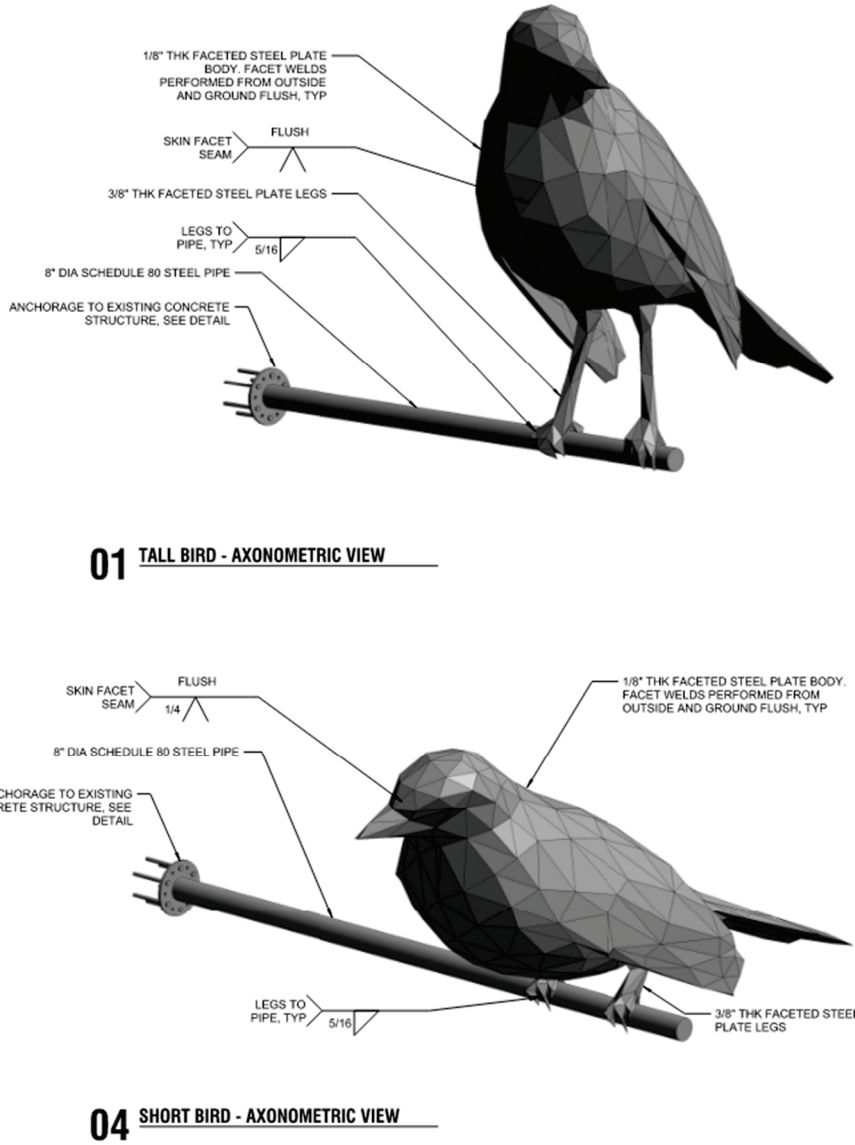


Figure 1-1: Structural Axon Summary of Tall Bird (Top) and Short Bird (Bottom)

2 DESIGN STANDARDS

The structure is designed to meet or exceed the minimum requirements of the following reference standards, as modified by the Building Code:

Local Building Code	2021 Wisconsin State Building Code
IBC Reference	2021 International Building Code (with amendments)

The standards listed below are based on references listed in Chapter 35 of the 2021 International Building Code. Please check Local Jurisdiction Building Code for exclusions or changes.

Steel	AISC: "Steel Construction Manual" Fifteenth Edition, 2017 , by American Institute of Steel Construction AISC “Specification for Structural Joints using ASTM A325 or A490”
Welding	AWS D1.1/D 1.1M-18: "Structural Welding Code - Steel" by American Welding Society
Concrete	ACI 318-19: "Building Code Requirements for Reinforced Concrete" 2019, by the American Concrete Institute
Design Loads	ASCE 7-16 : "Minimum Design Loads for Buildings and Other Structures" 2016, by American Society of Civil Engineers

3 REFERENCE DOCUMENTS

The documents listed below were used as reference for the calculations provided in this document.

Rhino Model	Concept Model by StudioKCA
Structural Drawings	Existing Parking Structure, Dated 10/2/2023, by Pierce Engineers

4 MATERIALS

The materials listed in this section are the preferred materials/grades/sizes for design and analysis purposes. See the Drawings and Specifications for the project requirements for construction.

4.1 Structural Steel

Section	Material Specification	Fy (ksi)	Fu (ksi)	Shape Reference
Steel Pipe	ASTM A53	35	60	AISC Manual
Plates, Bars, Threaded Rods	ASTM A572	50	65	

Steel Properties:	
Density	490 pcf
Young's Modulus	E = 29x10E6 psi
Poisson's Ratio	υ = 0.30
Coefficient of thermal expansion	α = 6.5x10^{-6}/°F

Shop Paint: All non-galvanized steel shall be shop painted, see Structural Notes and Project Specifications

Galvanizing: All steel exposed to exterior or moisture shall be hot dip galvanized, unless otherwise noted.

4.2 Structural Grout

Specification	Min. Compressive Strength	Notes
Non-Shrink Grout Pre-mix Type	5000 psi	Use Non-staining Grout at exposed Locations

4.3 Fasteners

Fasteners shall be in accordance with the following:

Post-Installed Anchors

Type	Product	Grade	Fy (Fu)	Diameter	Notes
Adhesive	HIT-HY 200 +HAS	ASTM F1554, Grade 55	55 ksi (75 ksi)	1"	Hilti-HY 200 Epoxy Adhesive

4.4 Welding

Material	Grade (fu)	Min. Weld Size	Certification	Notes
Steel (All)	E70xx (70 ksi)	Min. weld size to conform to AISC and AWS criteria	AWS Requirements	

4.5 Concrete

Concrete properties of the existing structure to which the sculpture is connecting are understood to be the following, obtained from the structural drawings:

Location	*f'c (psi)	Density
Columns	8,000	Normal Weight

*f'c = 28-day compressive strength of a cylinder (6"x12") in psi.

5 LOAD CASES

General design criteria for dead and live loads are given in this section.

5.1 Material Self-Weight

Dead load have been calculated using the following assumed densities:

Steel: 490 pcf

5.2 Wind Loads

Wind load data below is in accordance with ASCE 7 Chapter 29: Wind Loads on Building Appurtenances and Other Structures

Risk Category	II	Table 1.5-1, ASCE 7-16
Importance Factor, I	1.0	Table 1.5-2, ASCE 7-16
Exposure Category	D	ASCE 7 Hazard Tool
Basic Wind Speed, V	120 mph	ASCE 7 Hazard Tool
ASD Wind Speed, V_{ASD}	93 mph	
Wind Directionality Factor, Kd	0.85	Table 26.6-1, ASCE 7-16
Velocity Pressure Exposure Coefficient, Kz	1.12	Table 26.10-1, ASCE 7-16
Topographic Factor, Kzt	1.0	Section 26.8, ASCE 7-16
Ground Elevation Factor, Ke	1.0	Section 26.9, ASCE 7-16
Velocity Pressure, qh	32.2 psf	EQ 26.10-1, ASCE 7-16
Gust-Effect Factor, G	0.85	Section 26.11, ASCE 7-16
Force Coefficient, Cf	1.81	Figure 29.3-1 for solid freestanding sign
Design Wind Pressure, p	49 psf	EQ 29.3-1, ASCE 7-16

5.3 Snow Loads

Design Snow Loads have been calculated in accordance with ASCE 7 and the ASCE Hazard Tool.

Ground Snow Load, p_g	30 psf	ASCE Hazard Tool
Importance Factor, I	1.0	Table 1.5-2, ASCE 7-16
Exposure	Fully Exposed	Table 7.3-1, ASCE 7-16
Exposure Factor, Ce	0.9	Table 7.3-1, ASCE 7-16
Thermal Factor, Ct	1.0	Table 7.3-2, ASCE 7-16
Flat roof snow load, p_f	21 psf	$0.7C_eC_tI_sp_g$, Eq 7.3-1, ASCE 7-16

5.4 Seismic Loads

Earthquake load data below is in accordance with ASCE 7 and obtained from the site ASCE Hazard Report

1s Period Mapped Spectral Response Acceleration Parameter, S_1	0.047g	ASCE Hazard Tool
Short Period Mapped Spectral Response Acceleration Parameter, S_s	0.072g	ASCE Hazard Tool
1s Period Site Design Response Acceleration, S_{D1}	0.077g	ASCE Hazard Tool
Short Period Site Design Response Acceleration, S_{DS}	0.084g	ASCE Hazard Tool
Response Modification Factor, R	2	Table 15.4-2, ASCE 7-16, *Amusement Structures and Monuments*
Seismic Design Category	B	ASCE Hazard Tool
Seismic Site Class	D	Assumed - No Geotechnical Report Provided
Importance Factor, I	1.0	Table 1.5-2, ASCE 7-16

6 LOAD COMBINATIONS

Load combinations shall meet the specifications of ASCE-7 2016, Chapter 2.

6.1 Strength or Load and Resistance Factor Design

Reference 2.3 Load Combinations for Strength Design:

1.4D	(2.3.1-1)
1.2D + 1.6L+ 0.5S	(2.3.1-2)
1.2D + 1.6S + 0.5W	(2.3.1-3)
1.2D + 1.0W+ L + 0.5S	(2.3.1-4)
0.9D + 1.0W	(2.3.1-5)
1.2D + Ev + Eh + L + 0.2S	(2.3.6-6)
0.9D – Ev + Eh + L	(2.3.6-7)

6.2 Allowable Stress Design

Reference 2.4 Load Combinations for Allowable Stress Design:

D	(2.4.1-1)
D + L	(2.4.1-2)
D + S	(2.4.1-3)
D + 0.75L + 0.75S	(2.4.1-4)
D + 0.6W	(2.4.1-5)
D + 0.75L + 0.75(0.6W) + 0.75S	(2.4.1-6)
0.6D + 0.6W	(2.4.1-7)
D + 0.7Ev + 0.7Eh	(2.4.1-8)
D + 0.525Ev + 0.525Eh + 0.75L + 0.75S	(2.4.1-9)
0.6D - 0.7Ev + 0.7Eh	(2.4.1-10)

6.3 Seismic Load Effect

Reference 12.4, ASCE-7:

$$E = E_H \pm E_V$$
$$E_H = \rho F_P$$
$$E_V = 0.2 S_{DS} D$$

7 PERFORMANCE CRITERIA

7.1 Drift

Drift Criteria	Allowable Drift
Sculpture Drift under Wind Load	1-1/2" total

7.2 Modal Analysis

Natural Frequency	Horizontal
Sculpture	2 Hz

8 CALCULATIONS

The calculations and results presented below are based on the assumptions and criteria presented in the previous sections. The structural performance of the sculpture is assessed utilizing finite element analysis software. This section presents the analysis results for serviceability performance and design ratios of structural component and members, which represents the worst-case deflections, utilizations, and imposed loads.

8.1 Finite Element Analysis Model Summary

The robin sculptures each consist of solid steel plate skin elements fully welded at the seams. The plates comprising the feet of each robin are fully fixed at their bottom edges, representing the full weld to the steel cantilever pipe support, analyzed independently at this stage of design.

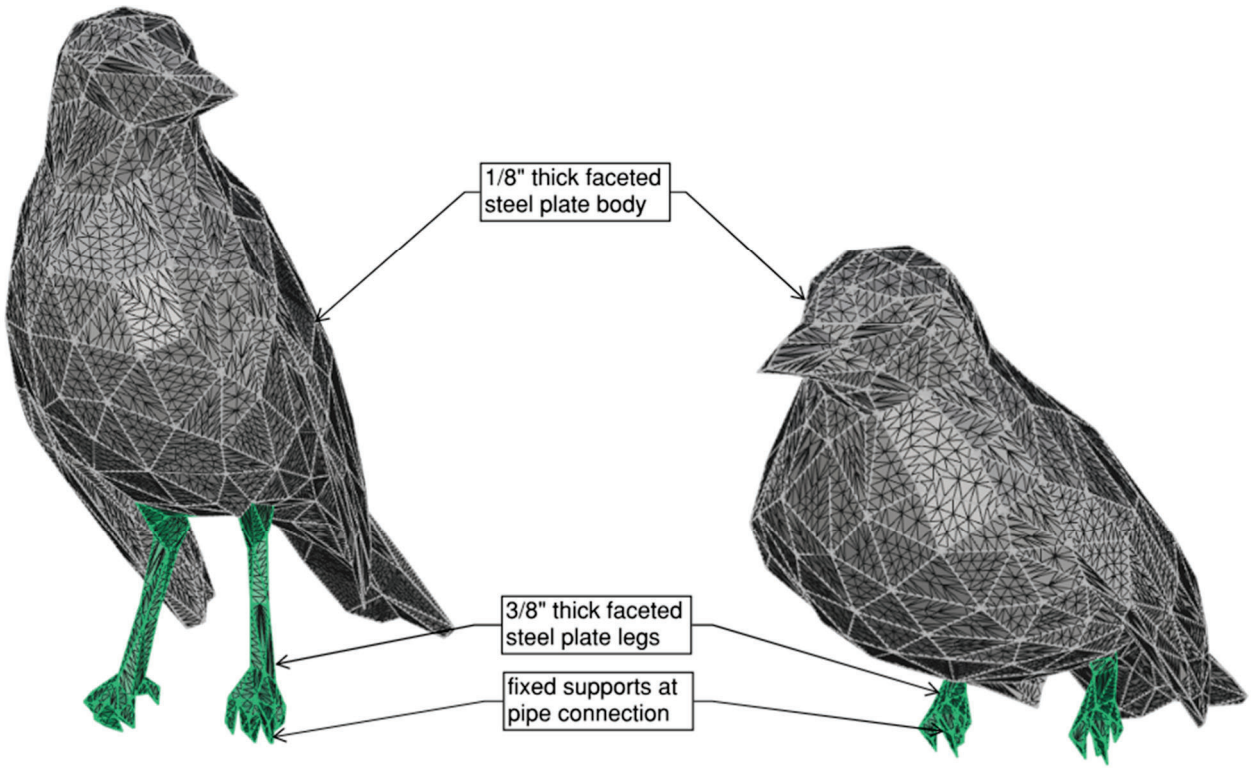


Figure 8-1: FEA Model Summary of Tall Bird (Left) and Short Bird (Right)

8.2 Deflection

The maximum deflections of the two sculptures were limited to less than 1-1/4", occurring at the head of both birds due to global rocking induced by wind load.

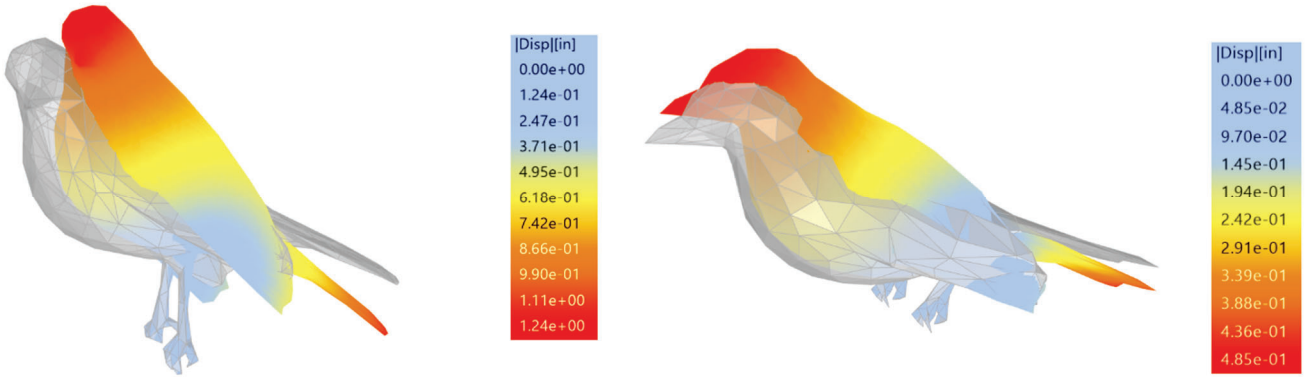


Figure 8-2: Displacement Contours for the Taller Bird (Left) and Shorter Bird (Right)

8.3 Stress

The maximum allowable Von Mises stress for 50ksi steel is limited to 0.6Fy or 30ksi when considering an ASD load level general stress evaluation. The controlling case for stress in the taller bird, D+0.6Wx, yields a maximum stress of 29.4ksi in the legs as they resist moment from backwards rocking due to wind. The controlling case for stress in the shorter bird, D+0.6Wy, yields a maximum stress of 19ksi in the transition from the body to legs as the two legs form a portal frame to resist moment from sideways rocking due to wind.

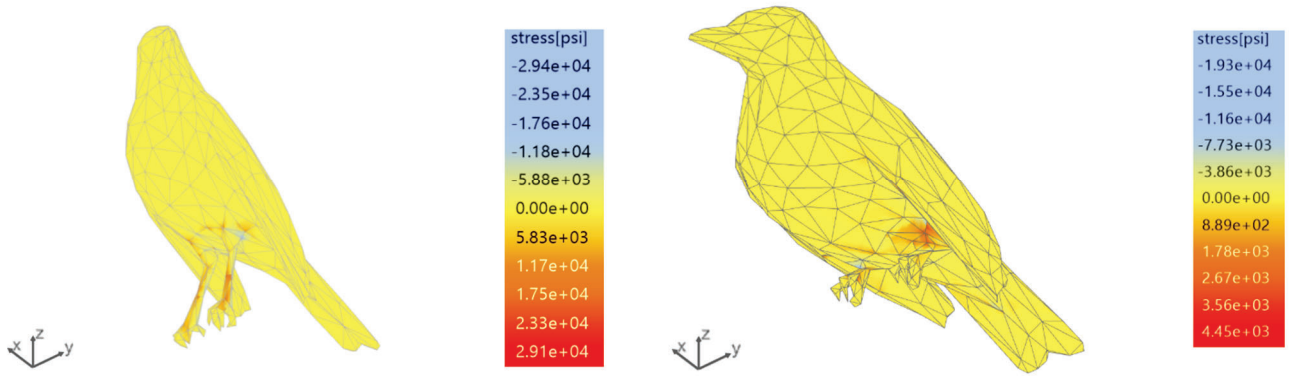


Figure 8-3: Stress Contours for the Taller Bird (Left) and Shorter Bird (Right)

8.4 Natural Frequency

The natural frequency of the structure is evaluated to ensure a minimum value above 2Hz to avoid harmonic resonance from wind gusts. The results of the first mode frequencies are noted below.

Sculpture	First Mode Fundamental Frequency
Tall Robin	4.72 Hz
Short Robin	5.93Hz

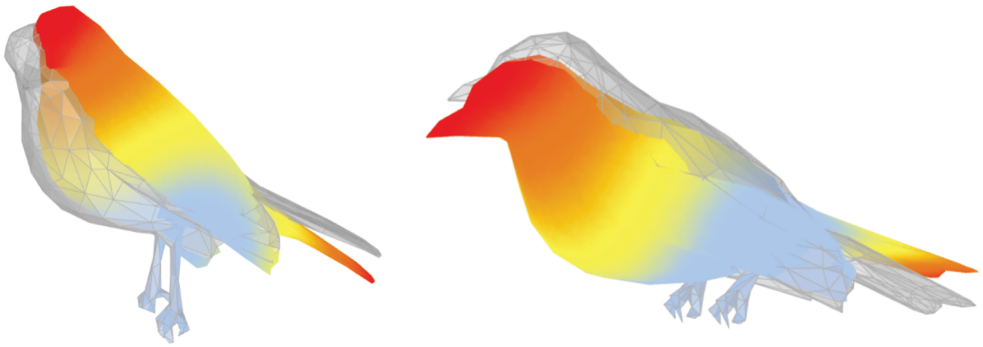


Figure 8-4: First Mode Frequency Displacement Contours. Tall Robin (Left) and Short Robin (Right)

8.5 Metal Cantilever Support Pipe

The metal pipe cantilever support is analyzed at this stage of design as a cantilever beam with the reactions of the bird studies applied as a single point load. Final size of the pipe to be coordinated with building engineer and fabricator in a future phase. The results of the preliminary cantilever study are the following:

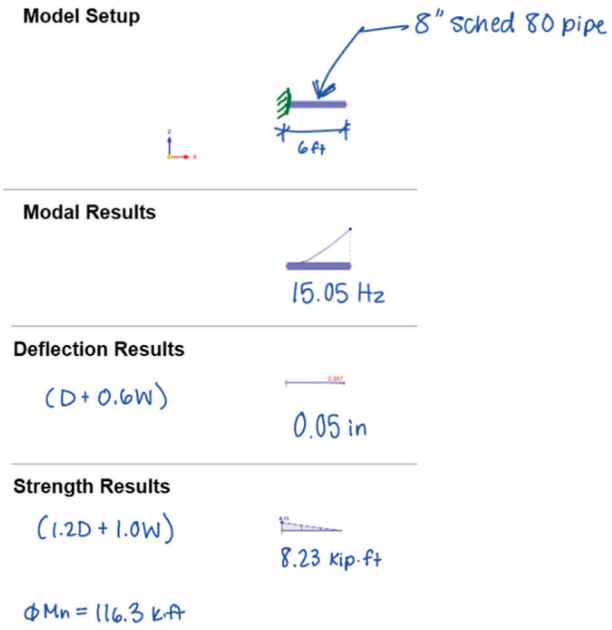
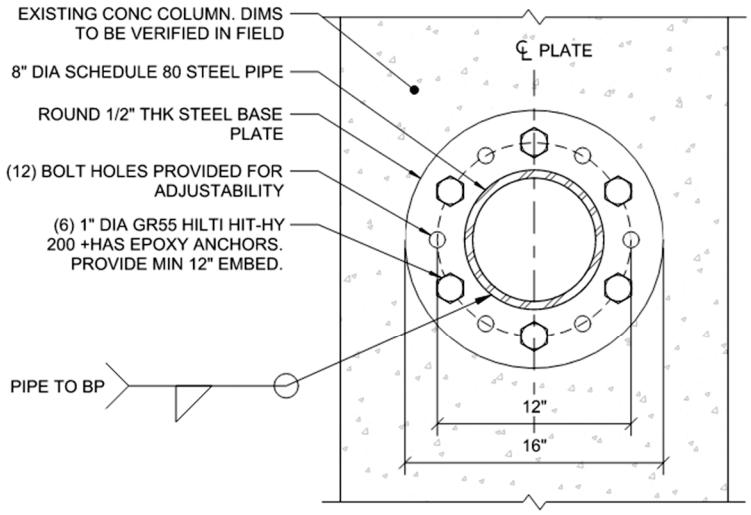


Figure 8-5: Cantilever Pipe Analysis Summary

8.6 Connections

Anchorage calculations to the existing concrete parking structure were performed using the worst-cast reaction loads and are summarized below.



NOTES:

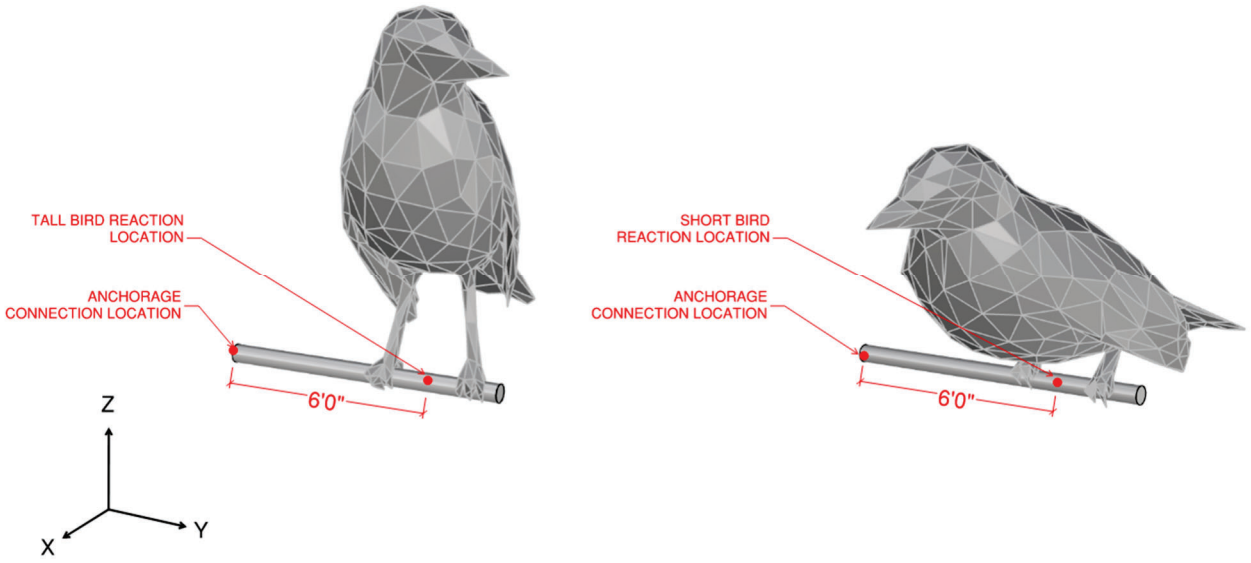
1. CONTRACTOR SHALL SCAN AND AVOID EXISTING REBAR PRIOR TO DRILLING
2. CONTRACTOR TO SEQUENCE INSTALLATION TO PLACE TOP CENTER ANCHOR FIRST. INSTALL REMAINING ANCHORS IN EVERY SECOND HOLE AS SHOWN ABOVE. OTHER BOLT HOLES MAY BE UTILIZED IF NECESSARY TO AVOID EXISTING REBAR

Figure 8-6: End Plate Detail

9 LOADS IMPOSED

The loads imposed used for determining the anchorage requirements consider unfctored dead and wind loads only at the current stage of design and are summarized below.

All reactions are provided as unfactored loads with the exception of the vertical direction, loads may be applied in either direction.



	Fx (lb)			Fy (lb)			Fz (lb)		
	DL	Wx	Wy	DL	Wx	Wy	DL	Wx	Wy
TALL BIRD	0	500	0	0	0	750	1050	0	0
SHORT BIRD	0	600	0	0	0	750	900	0	0

	Mx (lb-ft)			My (lb-ft)			Mz (lb-ft)		
	DL	Wx	Wy	DL	Wx	Wy	DL	Wx	Wy
TALL BIRD	0	0	1800	0	1200	0	0	0	0
SHORT BIRD	0	0	1200	0	900	0	0	0	0

Figure 9-1: Loads Imposed

10 APPENDIX

TBD

General

1. These notes are to be read in conjunction with these drawings. In the event of conflict between the information on the drawings and these notes, the more stringent requirements shall govern.

2. Contractor shall verify all dimensions and existing conditions before beginning work. Check with electrical and mechanical contractors for conduits, pipe sleeves, etc., to be embedded in concrete, and masonry. Contractor shall take field measurements and be responsible for same.

3. It is the contractor's responsibility to provide adequate shoring and bracing during construction to account for all forces, including but not limited to; forces from gravity, earth, wind, and unbalanced forces due to construction sequence.

4. For conditions not expressly shown use details shown for obviously similar conditions.

5. No openings shall be made in any structural member unless specifically shown on the structural drawings or unless approved in writing by the Structural Engineer.

6. Reproductions, in whole or in part, of Engineer's design documents, shall not be used as shop drawing plans and/or details.

Design

1. The design of the structure is in accordance with the 2021 Wisconsin Building Code, Latest Edition

2. Warning: The structural integrity of the building shown on these plans is dependent upon completion according to plans and specifications. Structural members are not self-bracing and shall be shored and/or braced by the contractor as necessary until stabilized by virtue of completed connections.

Loads

1. Wind Loads:
   - A. Ultimate Wind Speed: 107 MPH
   - B. Exposure Category: D
   - C. Importance Factor: 1.0

2. Snow Loads:
   - A. Ground Snow Load (Pg): 30 PSF
   - B. Exposure Factor (Ce): 0.9
   - C. Thermal Factor (Ct): 1.0
   - D. Importance Factor (I): 1.0

3. Earthquake Loads:
   - A. Ss: 0.072g
   - B. S1: 0.047g
   - C. Seismic Design Category: A
   - D. Seismic Site Class: D
   - E. Importance Factor (I): 1.0

Performance Criteria

1. Sculpture Sway/Drift 1-1/2" maximum

Structural Steel

1. All structural steel work shall conform to A.I.S.C., "Specification for Structural Steel Buildings," and A.I.S.C., "Code of Standard Practice for Steel Buildings and Bridges", Latest Editions.

2. Structural steel shall conform to the latest edition of the following ASTM designations:
   - A. Structural steel shapes, except bars and plates: A-992 Grade 50 having a minimum yield strength of 50 ksi or A-572, Grade 50 having a minimum yield strength of 50 ksi unless noted otherwise on the plans.
   - B. Steel bars and plates shall be ASTM A-572 Grade 50. (Fy=50 ksi).
   - C. Hollow Structural Sections (Rectangular, Square and Round) - A500, Grade B having a minimum yield strength of 46 ksi (Rectangular and Square) or 42 ksi (Round).
   - D. Steel Pipe - A-501 having a minimum yield strength of 36 ksi or A-53 Grade B type E or S having a minimum yield strength of 35 ksi.

3. Bolts shall conform to the following ASTM designation, latest edition: anchor rods - F1554, Grade 55 unless noted otherwise on the drawings. All bolts shall be snug tight unless noted slip critical or S. C. on plans unless otherwise noted. All bolts that carry loads in tension shall be fully pretensioned. All bolted moment connections should use slip critical bolts with Class A faying surface.

4. All anchor rods shall be 1" diameter, open holes 17/16" diameter, unless otherwise shown or noted. Use high strength bolts for steel framing connections.

5. All welding electrodes shall conform to the E-70 series of the specification for mild steel arc welding electrodes ASTM A233, latest edition.

6. All welding shall be done by certified, licensed welders and shall be in conformance with the structural welding code of the American Welding Society ANSI/AWS D1.1-latest edition.

7. No penetrations are permitted through structural steel members unless indicated on structural drawings or approved by Engineer.

8. Approval of the engineer shall be mandatory for the use of cutting torch in the field.

9. All grout under steel plates shall be non-shrink "pre-mix" type and shall have a minimum compressive strength of 5,000 psi, tested in accordance with concrete specifications. Use non-staining grout at exposed locations.

10. All structural steel shall be painted with one shop-applied coat of rust inhibiting primer after surface preparation by SSPC 3 "power tool cleaning", unless noted otherwise. Do not paint portions of steel members that are to receive spray-on fireproofing, nor surfaces to receive welded shear studs. Steel structure that is permanently exposed on the exterior shall be hot dip galvanized according to ASTM A123.

11. Reproductions, in whole or in part, of Engineer's design documents, shall not be used as shop drawing plans and/or details.

Field Drilled Adhesive Anchors

1. Field drilled adhesive bolts shall be Hilti HVA or H.I.T. System Adhesive Anchors as manufactured by HILTI Fastening Systems, Inc., or ITW Ramset/Redhead, Powers Fasteners, or Simpson Strong-Tie Anchor Systems equivalents.

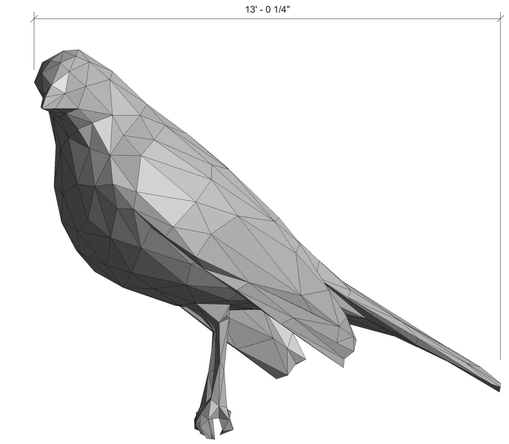
2. Anchors shall be installed per contract documents and per manufacturer's recommendations in coordination with special testing by an independent testing agency. Where the provisions of the above referenced documents are in conflict, the most restrictive requirement shall govern.

3. Do not drill through existing embedded reinforcing steel. Locate existing reinforcing steel, create templates and adjust locations of holes in members being attached to clear existing embedded reinforcing.

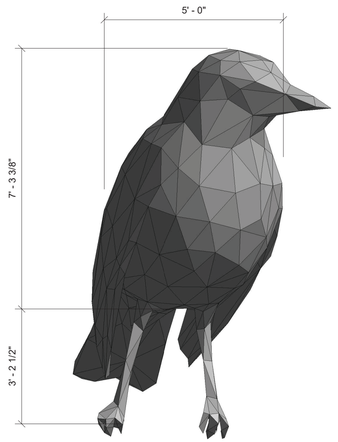
4. Do not exceed minimum or maximum bolt spacings or edge distance shown on the manufacturer's literature.

5. All abandoned holes drilled in the concrete shall be completely filled with epoxy.

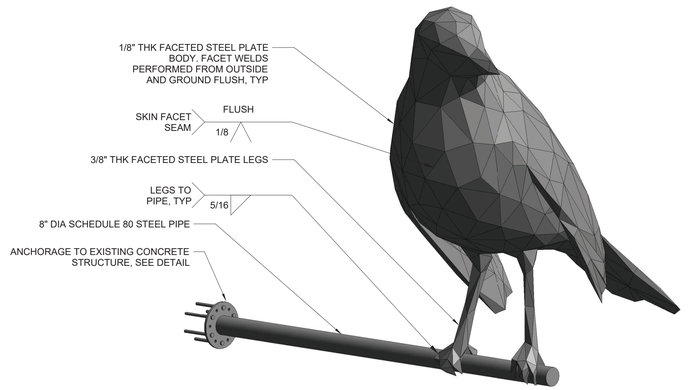
6. Typically, holes in connection plates shall be no more than 1/16" larger than the adhesive anchor rod diameter. If larger diameter holes are used for erection purposes the contractor must provide plate washers. Plate washers must be welded to the connection plate to transfer the load. Welding must take place after holes are drilled, but prior to adhesive installation to avoid burning the adhesive.



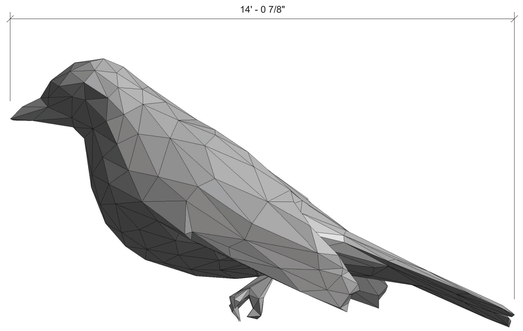
03 TALL BIRD ELEVATION - SIDE
1/2" = 1'-0"



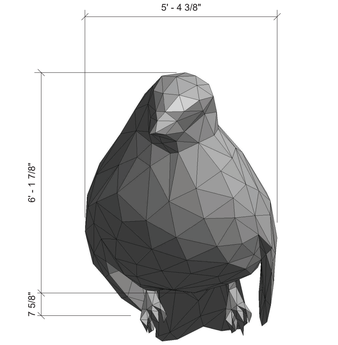
02 TALL BIRD ELEVATION - FRONT
1/2" = 1'-0"



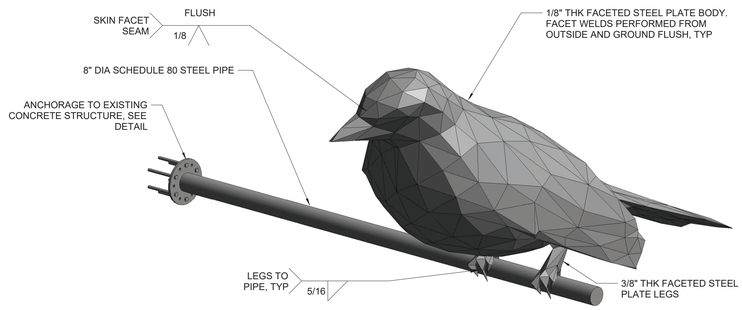
01 TALL BIRD - AXONOMETRIC VIEW



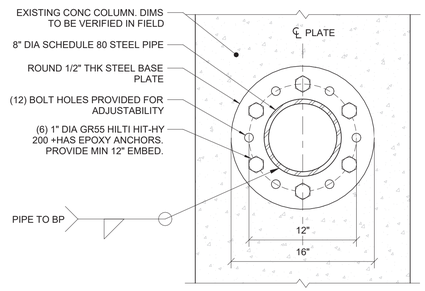
06 SHORT BIRD ELEVATION - SIDE
1/2" = 1'-0"



05 SHORT BIRD ELEVATION - FRONT
1/2" = 1'-0"



04 SHORT BIRD - AXONOMETRIC VIEW



NOTES:

1. CONTRACTOR SHALL SCAN AND AVOID EXISTING REBAR PRIOR TO DRILLING
2. CONTRACTOR TO SEQUENCE INSTALLATION TO PLACE TOP CENTER ANCHOR FIRST, INSTALL REMAINING ANCHORS IN EVERY SECOND HOLE AS SHOWN ABOVE. OTHER BOLT HOLES MAY BE UTILIZED IF NECESSARY TO AVOID EXISTING REBAR

07 TYPICAL BASE PLATE DETAIL
1 1/2" = 1'-0"

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CLIENT

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ISSUE	DATE	DESCRIPTION
00	07/17/2026	DD100 PERMIT SET

REVISIONS

PROJECT:
STATE STREET GARAGE INSTALLATION

SEAL & SIGNATURE:

WISCONSIN NATHANIEL M. STANTON E-102132-6 NEW YORK NY PROFESSIONAL ENGINEER

CRAFT Engineering Studio

Denver Office
66 S Logan St Ste 202
Denver CO 80209
(646) 912-9867
info@craftengin.com

DATE:	07/17/2026
PROJECT NO.:	CR-26042
DRAWN BY:	JC
CHECKED BY:	CGF

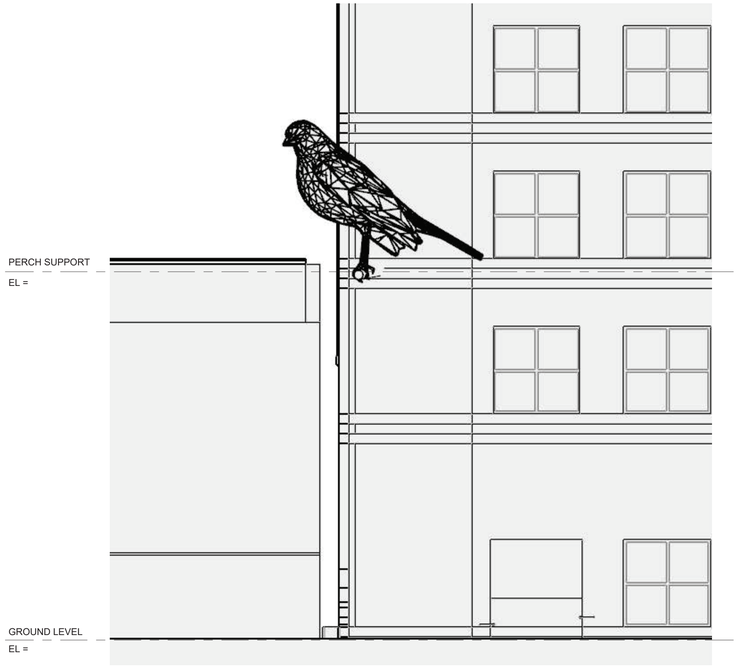
DRAWING TITLE:
STRUCTURAL NOTES & DRAWINGS

DRAWING NO.:
S-001

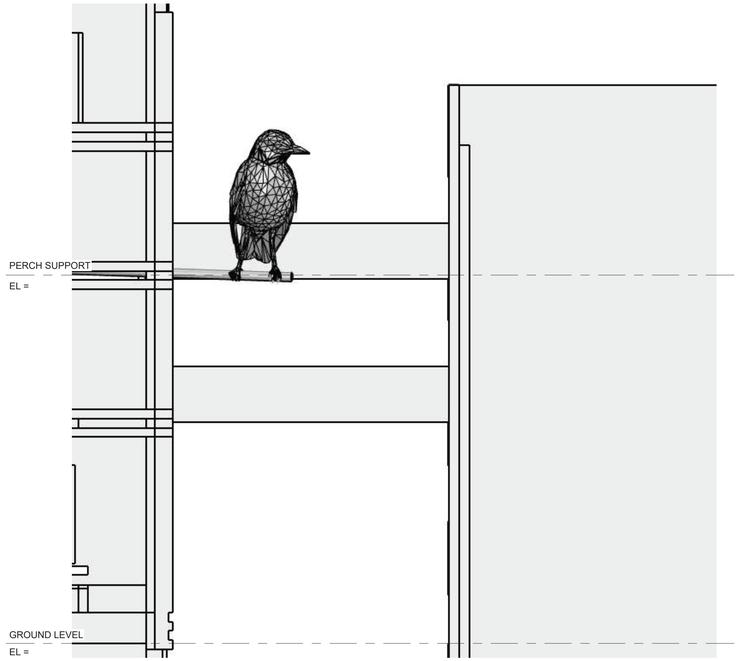
PAGE: 1 of 2

DRAWING NOTES:

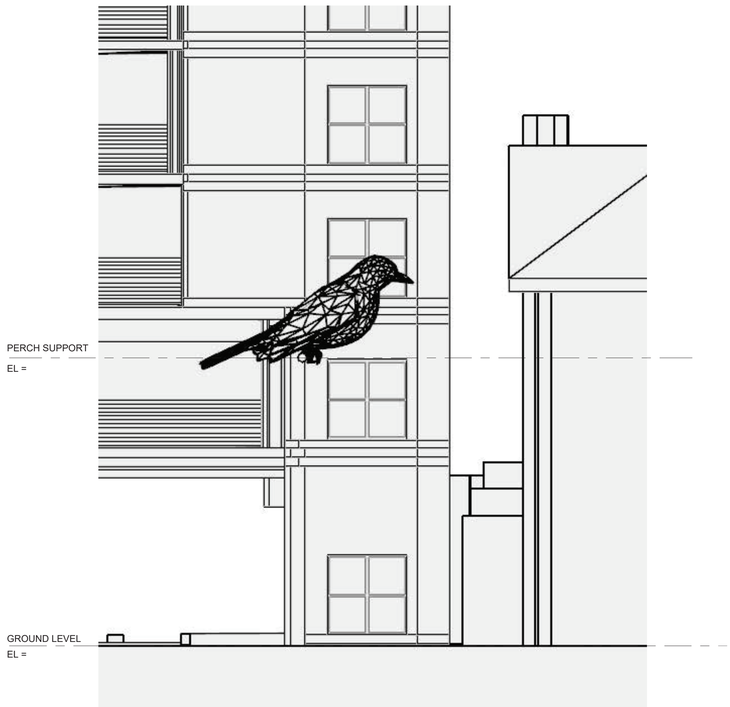
1. APPROXIMATE LOCATION OF SCULPTURES INDICATED FOR COORDINATION WITH BUILDING AND ARTIST TEAM. FINAL LOCATION TO BE DETERMINED PENDING CONCRETE REBAR LOCATION DETERMINATION IN FIELD.



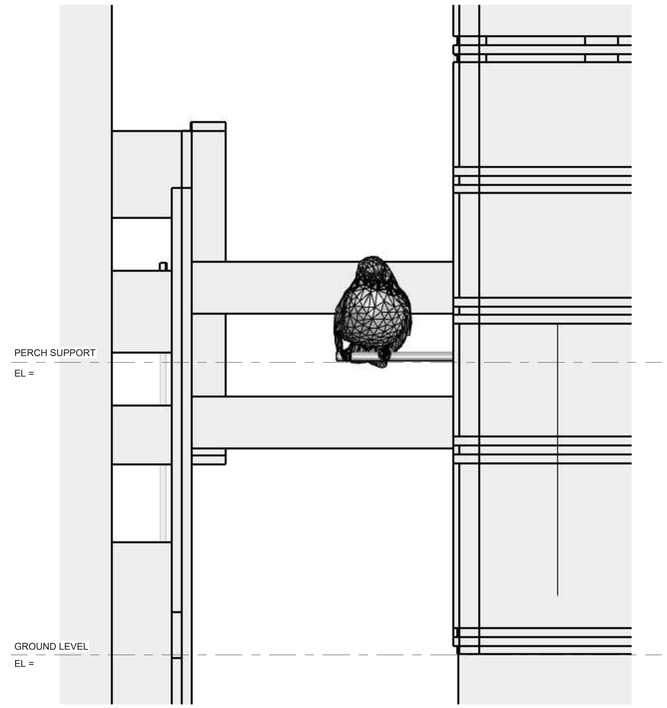
02 TALL BIRD SITE CONTEXT - SIDE
1" = 1'-0"



01 TALL BIRD SITE CONTEXT - FRONT
1" = 1'-0"



04 SHORT BIRD SITE CONTEXT - SIDE
1" = 1'-0"



03 SHORT BIRD - FRONT
1" = 1'-0"

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CLIENT

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ISSUE	DATE	DESCRIPTION
00	07/17/2026	DD100 PERMIT SET

REVISIONS

PROJECT:
STATE STREET GARAGE INSTALLATION

SEAL & SIGNATURE:

WISCONSIN
NATHANIEL M. STANTON
E-102132-6
NEW YORK
PROFESSIONAL ENGINEER

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DATE:	07/17/2026
PROJECT NO.:	CR-26042
DRAWN BY:	JC
CHECKED BY:	CGF

DRAWING TITLE:
LOCATION & SITE CONTEXT

DRAWING NO.:
S-002

PAGE: 2 of 2

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94052

File ID:	94052	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/15/2026
File Name:	Authorizing a noncompetitive contract with Arch Solar C&I to remove hail damaged solar modules and install new modules at the Madison Public Market.			**Final Action:**	

Title: Authorizing a noncompetitive contract with Arch Solar C&I to remove hail damaged solar modules and install new modules at the Madison Public Market (District 12)

Notes: William McMahon

Sponsors:	Satya V. Rhodes-Conway And Julia Matthews	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/15/2026	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/27/26), Common Council (8/4/26)						
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE	07/27/2026		Pass
	Action Text: A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.						
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Vidaver, seconded by Madison, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 94052

Fiscal Note

The proposed resolution authorizes the Mayor and City Clerk to enter into a noncompetitive contract for Purchase of Services with Arch Solar C&I to remove hail damaged solar modules and install new modules at the Madison Public Market at 202 N First St at an estimated cost of

$107,532. Funding for the contract is available in the 2026 Adopted Engineering Capital Budget in the Energy Improvements Program (Munis #16368). It is anticipated that an insurance reimbursement will cover the cost of this contract and the budget will be amended in a future resolution to reflect the insurance reimbursement. At this time, no additional appropriation is required.

Title

Authorizing a noncompetitive contract with Arch Solar C&I to remove hail damaged solar modules and install new modules at the Madison Public Market (District 12)

Body

WHEREAS, in 2023, City Engineering advertised and received bids for a public works contract (8595) for the construction of the Madison Public Market in accordance with WI State Statue 66.0901; and

WHEREAS, the construction project included an alternate (No. 3) to provide a photovoltaic array and all related work that was accepted and awarded with the construction contract; and

WHEREAS, Arch Solar C&I was the subcontractor responsible for installation of the photovoltaic array for the public works contract; and

WHEREAS, Arch Solar C&I completed the installation of the photovoltaic array and the system was given permission to operate from the electrical utility on June 9, 2025; and

WHEREAS, the public works contract specifications for the photovoltaic array included a two year workmanship warranty; and

WHEREAS, 315 of the photovoltaic array's modules were damaged by hail on April 14, 2026; and

WHEREAS, the damaged modules need to be removed and new modules need to be installed; and

WHEREAS, this will require a contractor that is familiar with the existing photovoltaic array and that will maintain the array's workmanship warranty; and

WHEREAS, Arch Solar C&I installed the original photovoltaic array and can do this work at the price of $107,532.00; and

WHEREAS, under sec. 4.26(4)(b), of the Madison General Ordinances, if the aggregate amount of the fee for services will be $50,000 or more and the contract was not subject to a competitive bidding process, the contract shall meet one of the other requirements of sec. 4.26(4)(a) and be approved by the Common Council; and,

WHEREAS, for the reasons stated in the attached Noncompetitive Selection Request Form, the proposed contract with Arch Solar C&I meets the exception to the bidding process in section 4.26(4)(a)7. which states "A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant";

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are authorized to execute a professional services contract not to exceed $107,532.00 with Arch Solar C&I for the above described services.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94055

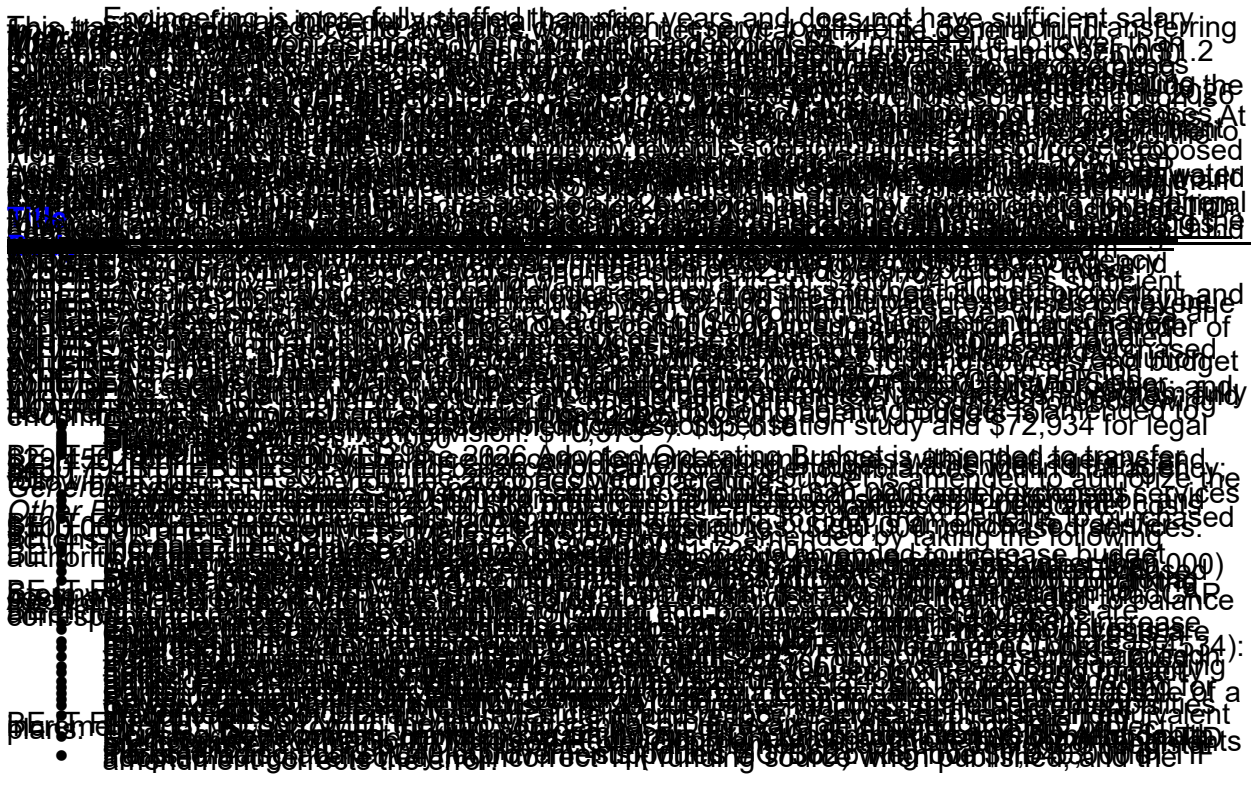
File ID:	94055	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	07/15/2026
File Name:	2026 Mid-Year Budget Appropriation			**Final Action:**	
Title:	Mid-Year Appropriation Resolution amending the 2026 Adopted Operating Budget				
Notes:	Introduced by title only on 7/21/26				
Sponsors:	Satya V. Rhodes-Conway			**Effective Date:**	
Attachments:	File 94055 - Full Text.pdf, 2026 2ndQ Projection - FC Presentation.pdf, 2026 Mid Year Projection Agency Summary.xlsx, Metro_2026 Mid_Yr_Update_Final_FC.pdf			**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	ckoh@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Department	07/15/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/27/26), Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer	FINANCE COMMITTEE		07/27/2026	Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
1	FINANCE COMMITTEE	07/27/2026	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Madison, seconded by Vidaver, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 94055

Fiscal Note



..Fiscal Note

Carryforward Encumbrances

The 2026 adopted operating budget includes $400,000 for encumbrances associated with contracts that span multiple years, which is centrally budgeted in Direct Appropriations. The total amount carried forward from 2025 for the General Fund is $356,419. The resolution transfers centrally budgeted funds to agency budgets for carry forward encumbrances.

The total amount carried forward from 2025 for Library totals $29,450. The resolution transfers budget from the Library fund balance for carry forward encumbrances.

The total amount carried forward from 2025 for Public Health totals $430,794. The resolution transfers budget from Public Health's fund balance for carry forward encumbrances.

Intra-Agency Transfers

The resolution authorizes $83,000 in transfers across major expenditure categories within General Fund agency budgets and $161,000 in transfers across major expenditure categories within the Fleet Fund to cover projected deficits. These transfers are net neutral across the 2026 adopted budget.

Appropriations from General Fund Contingent Reserve

The General Fund budget includes a $2.15 million contingent reserve, which is set aside in a central account in the Direct Appropriations budget. This amount can be transferred to agencies to cover unplanned costs or projected deficits.

Legistar file 92053 transferred $70,000 from contingent reserve to the water, sewer, and stormwater utilities to fund MadCAP, a comprehensive customer assistance program for the City's municipal services bill, for the remainder of 2026. The remaining amount available in contingent reserve is ~~$1.95~~ $2.08 million.

This resolution transfers $500,000 from contingent reserve to agencies that are projecting overspending in non-personnel majors, where an intra-departmental transfer is not sufficient to cover the projected expenses.

- The Clerk's office is projecting a deficit of $290,000 in supplies, primarily driven by the cost of election supplies. The 2026 adopted budget did not fully account for the supply costs of four elections. Additionally, the Clerk's office is projecting

a deficit of $110,000 in purchased services, driven by the cost of an additional leased facility. This facility will be used to temporarily store election equipment while construction is ongoing for the Dane County Elections Center. This lease was approved by Legistar File 93126 (RES-26-00329). Funding was not included in the 2026 budget because costs were not known at the time the budget was developed.

- Engineering is projecting a deficit of $100,000 in supplies for facility maintenance (e.g. plumbing, HVAC, tools). Costs for supplies have been increasing over the last several years due to inflation. In prior years, Engineering was able to cover these costs through intra-departmental transfers from underspending in personnel costs. In 2026, Engineering is more fully staffed than prior years and does not have sufficient salary savings for an intra-departmental transfer.

This transfer would reduce the available contingent reserve to ~~$1.45~~ $1.58 million. Transferring from the contingent reserve to agencies would be net neutral within the general fund.

Metro Transit Fund

Mid-Year Projection

The mid-year projection estimates Metro will be in a deficit of $4.2 million due to lower than budgeted agency revenues and higher than budgeted expenses.

Metro projects agency revenues will be $1.5 million below budget, primarily due to being $1.2 million lower in charges for services (e.g. farebox and unlimited ride passes) and $375,000 lower in intergovernmental revenues related to eligible grant activities.

Supplies are projected to be $1.3 million over budget. This is primarily due to electric buses coming out of warranty in 2026. Parts and components are being charged to the operating budget, and this full cost was not known when the 2026 budget was being developed.

Purchased services are projected to be $1.7 million over budget. This is primarily due to paratransit contracts, which is an ADA-mandated service ($1.34 million). The demand for services and costs have increased over the last several years. Metro is currently negotiating new contracts with paratransit providers for 2027. The other factors in the projection include the State electric vehicle charging excise tax ($180,000) and variances in other contracts.

Personnel costs (salary + benefits) are projected to be $443,000 (1%) under budget. The 2026 budget right-sized the personnel budget based on actual spending trends, so the projection is more closely aligned to budget.

Proposed Actions in the Mid-Year Resolution for Metro Transit

This resolution increases the expense authority for supplies ($1.32 million) and purchased services ($1.73 million). It also applies $3.05 million in Metro fund balance to offset expenses. This increase will allow Metro to provide planned level of service without hitting budget stops. At this time, there is no proposed increase to the general fund subsidy to Metro.

Metro is analyzing its available federal funding from FTA formula grants to identify available funds that have not yet been appropriated. Metro will collaborate with the Finance Department to develop a plan to strategically allocate these federal resources across 2026 and 2027. Metro will continue monitoring actual expenses and revenues for the remainder of the year, and the year-end resolution will make final adjustments to fill the remaining budget gap in 2026.

Other Appropriations and Transfers

The resolution increases the budget authority in multiple agency budgets due to projected increases in non-levy sources, including agency revenues, grants, and state sources. Proposed increases include:

- Golf: increasing revenues and expenses based on higher than budgeted activities
- Grant Fund, Fire Department: Appropriate state funding from a grant
- Parking: Appropriate state funding and parking reserves from a grant

Additionally, the resolution makes a technical change in the administration of the MadCAP customer assistance program. Legistar File 92053 funded the continuation of MadCAP by transferring $70,000 from the General Fund contingent reserve to the Water Utility, Stormwater Utility, and Sewer Utility and Landfill. After the resolution was adopted, staff determined it would be more efficient to administer the MadCAP program fully through the Water Utility rather than allocating costs across multiple utilities. The resolution amends the budget by transferring general fund revenues originally allocated to Stormwater and Sewer/ Landfill to Water. This amendment does not change the total cost of the program or amount of the General Fund contribution in 2026.

Capital Budget Adjustments

The proposed resolution amends the adopted 2026 capital budget by appropriating non-general obligation funding sources and increasing related expenditures for multiple projects. In addition, it amends TIF funding on multiple capital projects based on available funding and adopted TID project plans. The proposed changes reflect current 2026 scope and schedule adjustments.

..Title
Mid-Year Appropriation Resolution amending the 2026 Adopted Operating Budget by taking the following actions: transferring $500,000 from the general fund contingent reserve to agencies, making transfers within agency budgets based on projected spending through the second quarter of 2026, and appropriating revenues and making other adjustments in non-general fund agencies; and amending the 2026 Adopted Capital Budget by taking the following actions: appropriating funding from non-borrowing sources, updating TID proceeds and borrowing based on TID project plans, and authorizing transfers of borrowing across projects.

..Body
WHEREAS, multiple general fund agencies have incurred $356,419 in expenses from carryforward encumbrances for contracts and services that span multiple years; and

WHEREAS, the 2026 Adopted Operating Budget includes $400,000 within Direct Appropriations, a centrally budgeted location, that is intended to be transferred to agency budgets to cover carryforward agency encumbrances once the total costs are known; and

WHEREAS, Library has a carryforward encumbrance of $29,450 ($3,910 Library Fund, $25,540 sub-fund for private donations), and has sufficient fund balance to cover these expenses; and

WHEREAS, Public Health has a carryforward encumbrance of $430,794 and has sufficient fund balance to cover this expense; and

WHEREAS, various city agencies require intra-agency transfers to their budget to cover projected deficits in major expenditure categories based on the mid-year budget projection; and

WHEREAS, the 2026 adopted budget includes $2,150,408 in contingent reserve that may be reallocated to various agencies throughout the year to fund unanticipated expenses or revenue shortfalls; and

WHEREAS, Legistar file 92053 transferred $70,000 from contingent reserve, which leaves an available balance of $1,950,408; and

WHEREAS, the Clerk's office is projecting a deficit of $400,000 in supplies and purchased services and Engineering is projecting a deficit of $100,000 in supplies, and a transfer from contingent reserve would allow the agencies to continue planned activities for the remainder of the year; and

WHEREAS, Metro Transit is projecting a deficit of $4.2 million due to lower than budgeted agency revenues ($1.5 million), higher than budgeted expenses ($2.6 million), and a carryforward encumbrance for contracted services that started in 2025 ($107,600); and

WHEREAS, Metro Transit requires an increase in budget authority in supplies and purchased services so that it can continue to provide services without hitting budget stops; and

WHEREAS, Metro fund balance can be applied to offset expenses in the mid-year resolution. As part of the year-end projection process, Metro will identify other funding sources and budget adjustments that are needed to close the year; and

WHEREAS, multiple agencies are requesting an increase in budget authority to pay for expenses that are supported by non-general fund revenue sources; and

WHEREAS, Legistar File 92053 authorized transferring $70,000 from the General Fund contingent reserve to the Water Utility ($31,000), Stormwater Utility ($28,000), and Sewer Utility and Landfill ($11,000) to fund the continuation of the MadCAP affordability program; and

WHEREAS, staff determined it would be more efficient to administer the MadCAP program fully through the Water Utility, which requires an amendment to transfer funds across agencies; and

WHEREAS, multiple capital projects require budget amendments to recognize non-borrowing funding sources.

NOW THEREFORE BE IT RESOLVED, the 2026 Adopted Operating Budget is amended to transfer $356,419 from Direct Appropriations to the following agency budgets for encumbrances that were carried forward from 2025:

- Community Development Division: $131,024
- Direct Appropriations ($22,682 for citywide compensation study and $72,934 for legal services for property tax assessment cases): $95,616
- Economic Development Division: $10,375
- Fire: $4,875
- Human Resources: $6,000
- Mayor: $37,700
- Parks: $22,893
- Planning: $47,360
- Police: $279
- Traffic Engineering: $298

BE IT FURTHER RESOLVED, the 2026 Adopted Operating Budget is amended to transfer $29,450 from Library's fund balance for carry forward encumbrances within that agency; and

BE IT FURTHER RESOLVED, the 2026 Adopted Operating Budget is amended to transfer $430,794 from Public Health fund balance for carry forward encumbrances within that agency; and

BE IT FURTHER RESOLVED, the 2026 adopted operating budget is amended to authorize the following transfers to expenditure categories within agencies:

General Fund

- Assessor: Transfer $25,000 from salaries to supplies ($20,000) and purchased services ($5,000) for postage, transcription services, and other non-personnel expenses
- Civil Rights: Transfer $20,000 from benefits to purchased services for translation and interpretation services
- Traffic Engineering: Transfer $38,000 from benefits to supplies ($23,000) and purchased services ($15,000) for projected increases to various non-personnel costs

Other Funds

- Fleet Service: Transfer $100,000 from salaries and $61,000 from benefits to purchased services for vehicle repairs and maintenance

BE IT FURTHER RESOLVED, the 2026 adopted operating budget is amended to transfer $500,000 from contingent reserve to Clerk's Office (supplies: $290,000, purchased services: $110,000), and Engineering (supplies: $100,000); and

BE IT FURTHER RESOLVED, Metro Transit's budget is amended by taking the following actions:

- Increase fund balance applied by $3,045,000
- Increase the supplies budget by $1,320,000
- Increase the purchased services budget by $1,725,000

BE IT FURTHER RESOLVED, the 2026 operating budget is amended to increase budget authority to pay for expenses that are supported by non-City revenue sources:

- Golf: Increase agency revenues and expenses by $245,000 based on higher than budgeted activity and increase supplies ($175,000), and purchased services ($70,000)
- Grant Fund, Fire Department: Appropriate $854,806 in state funding for the EMS Funding Assistance Program (FAP) and increase supplies ($471,910) and purchased services ($382,896)
- Parking: Appropriate $400,000 in grant funds from WI DOT and $100,000 in Parking Division reserves, and increase purchased services for consulting by $500,000 for a grant that was approved via Legistar 84175 in 2024 but not appropriated through the budget

BE IT FUTHER RESOLVED, the General Fund contingent reserve funding allocated to Stormwater Utility ($28,000) and Sewer Utility and Landfill ($11,000) for their portion MadCAP costs are transferred to the Water Utility to centralize administration of the program. Additionally, corresponding adjustments to charges for service revenue that needed to balance the transfer are authorized in each utility; and,

BE IT FUTHER RESOLVED, the following capital and private development projects are amended to increase revenues from the following non-borrowing sources and make corresponding increases to expenditures:

- Engineering Bicycle & Pedestrian, Tancho Drive Bike Path (Munis #14761): Increase revenues from the Madison Prairie Landfill special revenue fund ($19,187).
- Engineering Facilities, Hail Damage Repairs 26 (Munis #16368): Increase revenues from projected insurance reimbursement for repairs ($200,000). This amount is an estimate to establish budget on the project and may be amended once total costs are known.
- Engineering Major Streets, Sugar Maple Reconstruction (Munis #15417): Increase revenues from a private development contract ($4,000).
- Engineering Private Development Contract, Hartmeyer Redevelopment (Munis #14534): Increase billings from private developer revenue based on actual project costs ($50,000)
- Fleet, 2026 Fleet Equipment Replacement Munis #15771): Increase reserves applied from an insurance payment that was received in 2025. Funds were not appropriated in 2025 and lapsed to the Fleet fund balance. ($48,857)
- Parks, Beach and Shoreline Improvements (Munis #10605): Increase donation funding from the Madison Parks Foundation ($53,000)
- Parks, Land Acquisition (Munis #17128): Increase revenues from Park Land Impact Fees by $2,900,000 for the purchase of the Madison Crushing & Excavating property authorized via Legistar File 93444
- Parks, Playground Accessibility Improvements (Munis #17436): Increase donation funding from the Madison Parks Foundation ($25,040)
- Parks, Park Equipment (Munis #17202): Increase Transfer from Insurance funding for an insurance claim ($34,750)
- Parks, Park Land Improvements (Munis #17421): Increase sale proceeds for a sale of a portion of Spring Harbor Beach Park authorized via Legistar File 87444 ($17,000)
- Parks, Warner Park Community Center (Munis #17196): Increase Miscellaneous Revenue for a Focus on Energy rebate ($12,819)
- Sewer, Badger Lift Station (Munis #14625): Increase funding from other municipalities to reflect Fitchburg's share of costs ($198,000). The final cost share agreement is pending approval of an MOU.
- Water, Olin Roof Drain System Failure (Munis #15873): Increase Transfer from Insurance funding for an insurance claim and reduce reserves applied by an equivalent amount ($4,636)

BE IT FINALLY RESOLVED, the following capital projects are amended to update TID increment and TID borrowing funding sources based on available funding and TID project plans:

- CDA Redevelopment: Transfer $5.0 million in TID 51 increment from CDD Affordable Housing Development capital program (Munis #17110) to CDA Redevelopment South Madison Redevelopment (Munis #14431). Appropriate an additional $5.0 million in TID 51 increment to the South Madison Redevelopment project. These budget amendments are consistent with the TID 51 project plan amendment adopted in July 2026 (Legistar File 93416).
- Parks, Madison LakeWay Improvements (Munis # 17362): Remove $1,040,000 in TIF increment and add $1,040,000 in TIF-supported GO Borrowing from TID 53. The adopted budget reflected the incorrect TIF funding source when published, and the amendment corrects the error.

2026 Mid Year Budget Projection & Resolution

Finance Committee
July 27, 2026

Agenda

- Mid-Year Projections
  - 2026 General Fund Projection
  - GF Agency Highlights
  - Enterprise Agency highlights
- Review of the Midyear Appropriation

Budget Projection Timeline

Budget projections are based on a **point in time analysis** to project spending through the end of the year.

1. **Week of June 1:** Finance Staff pull data on actual expenditures from January 1 – May 31 and prepare data for projections
2. **June 8 – 22:** Agency staff and budget analysts independently complete the budget projection exercise
3. **June 23 – July 07:** Agency staff and budget analysts meet to discuss and finalize projections
4. **July 08 – July 24:** Budget team compiles agency-level files, develops a citywide resolution for budget appropriation (introduced to CC 7/21, Finance Committee 7/27, Adopted 8/4)

2026 Projection: General Fund Only

	2026 Adopted Budget			
	Adopted Budget	Revised Budget	Mid Year Projection	Difference (mid year proj. – revised)
General Fund Revenue	(126,056,731)	(126,056,731)	(126,824,321)	(767,590)
Property Taxes	(303,370,235)	(303,370,235)	(303,370,235)	-
Total Revenues	(429,426,966)	(429,426,966)	(430,194,556)	(767,590)
Agency Revenues	(10,561,244)	(10,561,244)	(10,948,884)	(387,640)
Expenditures	439,988,209	440,344,629	436,664,704	(3,679,925)
Total Expenses	429,426,966	429,783,385	425,715,820	(4,067,565)
Projected (Excess)/ Deficit			(4,478,736)	

"Revised Budget" column includes $356,419 in carryforward encumbrances. This additional budget authority will be offset by a transfer from Direct Appropriations in the mid-year resolution. The "Mid Year Projection" Column in the table on the prior slide does not reflect the proposed transfers in the mid-year resolution. As a result, there is a variance between the total amount in the "Mid Year Projection" and "Difference" columns that equals the amount of carryforward encumbrances.

General Fund Highlights: Expenses

Total General Fund expenses, net of agency revenues, are projecting $4.07 million below budget.

- **Agencies are projecting to overspend by $1.06 million**. Personnel costs are $3.0 million overbudget due to agencies incurring compensated absence escrow costs and not meeting their full salary savings/ 0.75% budget efficiency target. This is offset by agencies being $2.0 million underbudget in purchased services, primarily related to the timing of multi-year software contracts and pre-paid expenses.
- **Majority of underspending in direct appropriations for centrally budgeted funds.** Compensated absence escrow ($3.0 million) is projected at $0. Contingent reserve ($2.15 million) is projected at $70,000 based on the passage of the MadCAP funding (Legistar 92053).
- **-$1 million in Agency overspending + $5 million in direct appropriations = $4 million available**

Data Note: The "Mid Year Projection" Column in the table on the prior slide does not reflect the proposed transfers in the mid-year resolution (i.e. it does not reflect the transfers for carryforward encumbrances or contingent reserve). We do this to determine the projected surplus/ deficit in each agency and the total amounts needed for transfers. The year-end resolution will transfer centrally budgeted funds from direct appropriations to agencies to cover deficits.

General Fund Highlights: Revenues

Total General Fund revenues are projecting $767,600 above budget.

- **Fund Balance:** The adopted budget includes $2.2 million in fund balance applied. The projection assumes using $0 in fund balance due to strong performance in other revenues.
- **Ambulance Charges:** Estimated $1.9 million above budget due to Medicaid billings
- **Building Permits:** Estimated $1.1 million above budget due to construction related to spring hail storms
- **Interest:** Projects Interest and mark-to-market adjustment at budget of $15.2 million

Agency Projection Review

- Available as a spreadsheet attached to Legistar File 94055

Non-general fund projection highlights

- **Fleet Services:** Projecting $161,000 over budget in purchased services due to vehicle repairs and maintenance costs, offset by projected surplus in personnel costs. Agency anticipates absorbing additional fuel costs based on underspending in other supplies.
- **Golf:** Projecting additional $245,000 in revenue from facility rentals and greens fees, offset by higher expenses.
- **Library:** Projecting to end the year $504,000 over budget. This is primarily due to higher personnel costs related to an unbudgeted reclassification of supervisor positions, which included significant back pay (approved through Legistar 91404), lower vacancy rates that prior years, and costs that were not fully budgeted for the opening of the new Imagination Center at Reindahl Park (e.g. collection processing costs). Library has sufficient fud balance to cover the cost of expenses in 2026. The mid-year resolution only appropriates funds needed for carryforward encumbrances. Library will monitor expenses throughout the year and revise their budget in the year-end projection.
- **Metro:** Projecting $4.2 million deficit due to updated revenue estimates and higher than budgeted expenses. Revenue adjustments reflect charge revenues based on 2026 trends, anticipated partner contracts, and updated local revenues. Expenses factor in higher than budgeted supplies and purchased services.
- **Streets – Resource Recovery Special Charge:** Projecting a deficit of $545,000 based on lower than anticipated revenues from the sale of recyclables and higher diesel and personnel expenses. There is a separate resolution (File 93941) with additional details and a proposal to increase RRSC rates to address the deficit.
- **Other enterprise funds are meeting budget targets and do not require any transfers or budget adjustments at this time.**

Mid Year Resolution

Primary Components of Mid Year Resolution

1. Transfer funds and appropriate fund balance for carryforward encumbrances for contracts that span multiple years.
2. Make intra- departmental transfers to cover deficits in various major expenditure categories
3. Appropriation $500,000 from contingent reserve to agency budgets to cover projected deficits
4. Increase budget authority for Metro Transit
5. Make other appropriations and transfers
6. Make amendments to various capital projects

1. Carryforward Encumbrances

Encumbrances that are outstanding at year-end may be carried forward into the next year if contracted services span multiple years. The City centrally budgets for carryforward encumbrances in the general fund and transfers funds to agencies on an as needed basis.

General Fund

- $356,419 in carryforward encumbrances from multiple General Fund agencies
- $400,000 budgeted in direct appropriations
- Resolution transfer budget authority from direct appropriations to agencies.

Library Fund

- $29,450 in carry forward encumbrances, primarily related to private donations
- The Library has sufficient fund balance to cover this expense

Public Health

- $430,794 in carryforward encumbrances
- PHMDC has sufficient fund balance to cover this expense

2. Intra-Agency Transfers

General Fund

- **Assessor**: Transfer $25,000 from salaries to supplies and purchased services for increased expenses for postage, transcription services, and other non-personnel expenses
- **Civil Rights**: Transfer $20,000 from benefits to purchased services for translation and interpretation services
- **Traffic Engineering**: Transfer $38,000 from benefits to supplies and purchased services for increases to various non-personnel costs

Other Funds

- **Fleet Service**: Transfer $100,000 from salaries and $61,000 from benefits to purchased services for vehicle repairs and maintenance

3. Appropriations from Contingent Reserve

- **Clerk:** Transfer $400,000 from contingent reserve to Clerk's Office for Election Supplies ($290,000) and purchased services ($110,000). The 2026 adopted budget did not fully account for the supply costs of four elections or the lease costs of an additional storage facility (approved via Legistar File 93126) that is needed while the Dane County Elections Center is under construction.
- **Engineering:** Transfer $100,000 from contingent reserve to the Engineering budget for facility maintenance supplies (e.g. plumbing, HVAC, tools). Costs for supplies have been increasing over the last several years due to inflation. In prior years, Engineering was able to cover these costs through intra-departmental transfers from underspending in personnel costs. In 2026, the agency does not have sufficient salary savings for an intra-departmental transfer.

4. Metro Transit

- The mid-year projection estimates Metro will be in a deficit of $4.2 million due to lower than budgeted agency revenues and higher than budgeted expenses.
- This resolution takes the following actions:
  - Increase fund balance applied by $3,045,000
  - Increase the supplies budget by $1,320,000
  - Increase the purchased services budget by $1,725,000
- This increase will allow Metro to provide planned level of service without hitting budget stops.
- At this time, there is no proposed increase to the general fund subsidy to Metro.
- An updated projection will be completed in October for the year-end projection to identify revenues sources and other adjustments needed.
- [Metro Transit will present additional slides, to be attached to Legistar 94055]

5. Other Appropriations and Transfers

Technical adjustments to recognize grants and non-levy funding sources and streamline administration of MadCAP.

- **Golf:** Increase agency revenues and expenses by $245,000 based on higher than budgeted activity and increase supplies ($175,000), and purchased services ($70,000)
- **Grant Fund, Fire Department:** Appropriate $854,806 in state funding for the EMS Funding Assistance Program (FAP) and increase supplies ($471,910) and purchased services ($382,896)
- **Parking:** Appropriate $400,000 in grant funds from WI DOT and $100,000 in Parking Division reserves, and increase purchased services for consulting by $500,000 for a grant that was approved via Legistar 84175 in 2024 but not appropriated through the budget
- **MadCAP:** Transfer general fund monies allocated to Stormwater ($28,000) and Sewer ($11,000) to the Water Utility to centralize the administration of MadCAP

6. Capital Budget Transfers and Adjustments

The resolution amends the adopted 2026 capital budget by appropriating non-general obligation funding sources and increasing related expenditures for multiple projects.

- Engineering, Fleet, Parks, Sewer, Water
- Amendments reflect small increases to total project budgets from proceeds from non-borrowing source such as insurance payments, donations, and reserves.

In addition, it amends TIF funding on multiple capital projects based on available funding and adopted TID project plans.

- **CDA Redevelopment, South Madison Redevelopment project:** Transfer $5.0 million in TID 51 increment from CDD Affordable Housing Development to CDA Redevelopment. Appropriate an additional $5.0 million in TID 51 increment to the CDA project. These budget amendments are based on the TID 51 project plan amendment (Legistar File 93416).
- **Parks, Madison LakeWay Improvements:** Remove $1,040,000 in TIF increment and add $1,040,000 in TIF-supported GO Borrowing from TID 53. The adopted budget reflected the incorrect TIF funding source when published, and the amendment corrects the error.

The following table summarizes the 2026 budget projection by agency for the genera

Negative numbers indicate the agency isprojecting a deficit. Positive numbers indicate the a

Functional Area	Agency	Original Budget	Revised Budget
Administration	ASSESSOR	4,106,896	4,106,896
Administration	ATTORNEY	3,288,447	3,288,447
Administration	CIVIL RIGHTS	2,928,699	2,928,699
Administration	CLERK	3,830,255	3,830,255
Administration	EMPLOYEE ASSISTANCE F	554,658	554,658
Administration	FINANCE	6,414,663	6,414,663
Administration	HUMAN RESOURCES	2,484,293	2,490,293
Administration	INFORMATION TECHNOLO	11,919,926	11,919,926
General Governmen	COMMON COUNCIL	1,279,813	1,279,813
General Governmen	MAYOR	1,674,668	1,712,368
General Governmen	MUNICIPAL COURT	370,988	370,988
Planning and Develc	BUILDING INSPECTION	6,019,134	6,019,134
Planning and Develc	COMMUNITY DEVELOPMEI	17,292,600	17,423,624
Planning and Develc	ECONOMIC DEVELOPMEN	2,770,363	2,780,738
Planning and Develc	PCED OFFICE OF DIRECTC	743,029	743,029
Planning and Develc	PLANNING	4,180,699	4,228,059
Public Safety and He	FIRE	76,759,151	76,764,026
Public Safety and He	OFFICE OF INDEPENDENT	405,299	405,299
Public Safety and He	POLICE	98,490,651	98,490,930
Public Works	ENGINEERING	6,381,847	6,381,847
Public Works	PARKS	17,820,114	17,843,007
Public Works	STREETS	30,313,037	30,313,037
Transportation	TRAFFIC ENGINEERING	10,858,858	10,859,155
Transportation	TRANSPORTATION	697,163	697,163

ıl fund. It excludes centrally budgeted funds in direct appı
agency is projecting a surplus.

Actual	Final Projection	Variance (Final Proj-Revised)
1,447,514	3,753,263	353,633
1,324,480	3,530,055	(241,608)
995,412	2,905,107	23,592
2,021,195	4,744,935	(914,680)
153,636	484,142	70,516
2,845,212	6,561,949	(147,286)
968,169	2,556,410	(66,117)
5,211,819	10,816,942	1,102,983
392,737	1,209,833	69,980
699,085	1,641,303	71,065
132,136	216,086	154,902
2,234,242	6,047,422	(28,288)
2,513,593	17,143,677	279,947
1,009,877	2,755,355	25,383
231,294	649,766	93,263
1,497,699	4,220,557	7,502
25,218,237	76,508,001	256,024
133,547	414,435	(9,137)
32,595,329	99,239,411	(748,481)
2,414,638	6,622,316	(240,469)
6,357,711	18,120,240	(277,233)
8,404,211	30,707,620	(394,583)
4,284,450	11,359,352	(500,197)
305,537	694,042	3,121

ropriations and other funds (e.g. enterprises). Projections are based on data as of June 1, 2026.

Summary of Major Variances
Underbudget in personnel from 2 vacancies. Slight overspending in non-personnel for postage,
Overbudget in personnel due to 1) not charging staff time to TIDs/ Capital projects (which will be corrected before year-end) and 2) comp absence escrow. At budget in non-personnel.
Close to budget in personnel. Projected overspending in non-personnel for interpretation/ signing
Overbudget in personnel (due to higher use of hourlies and election officials to cover capacity needs due to vacancies and turnover), supplies (due to underbudgeting for election supplies), and purchased services (cost of new facility rental to store equipment)
Underbudget in personnel due to vacancies. Will continue to monitor non-personnel expenses and cost of moving to a new leased facility.
Overbudget in personnel due to comp absence escrow. At budget in non-personnel.
Overbudget in personnel due to assumptions for reclasses and steps/longevity. At budget in non-
Underbudget in personnel due to vacancies and underbudget in purchased services due to timing of
Underbudget in personnel due to alders not taking budgeted benefits. Underbudget in non-personnel due to underspending in alder expense accounts.
Underbudget due to timing of software contracts and carryforward PO
Agency projecting close to budget for expenses. Revenues are projected to be $120,000 higher than budget due to increased caseload and court fees.
Overbudget in personnel due to 0vacancies and comp absence escrow payouts. At or below budget in
Underbudget primarily in non-personnel due to to underspending in community contracts. Agency revenues projected lower than budget.
Agency projecting close to budget.
Underbudget in personnel due to vacancies and underbudget in purchased services due not having
Agency projecting close to budget.
Projecting under budget and able to absorb full comp absence escrow costs. Overtime wages are projecting to be $1.4m under budget due to full staffing. This is at about 55% of OT levels of last year.
Overbudget in personnel due to timing with budget development and staff turnover. At budge in non-
Overbudget in personnel, including $785,000 in comp absence escrow. Transferring from direct appropriations will cover the projected overbudget amount. Actual spending will be reviewed during the year-end projection to update assumptions on overtime and other expenses. There are variances in other major categories (for example, special duty overtime is approximately $0.5 million over budget, but is offset by agency revenues. Purchased services for K-9 and Mounted are below budget due to fewer donations, which is offset by a reduction in revenues). Police and Finance will continue to monitor
Overbudget in personnel, driven by comp absence escrow costs. Overbudget in supplies for facility maintenance supplies (HVAC, plumbing, tools). This has been a consistent issue over the last few years, and has been handled with intra-dept transfers from personnel. This is the first year Engineering
Overbudget in personnel due to comp absence escrow and not absorbing full budget efficiency. Underbudget in non-personnel which will help absorb some of the personnel costs.
Overbudget in personnel due to comp absence escrow and not absorbing full budget efficiency. Also projected to be overbudget in supplies, but this will be evaluated in the year-end resolution to determine
Overbudget in personnel due to comp absence escrow and not meeting salary savings target. The 2026 budget significantly increased the salary savings rate based on vacancy trends (historically more than 10% vacancy) but TE is close to fully staffed. Slightly over budget in non-personnel costs.
Agency projecting close to budget.

Metro Transit
MID-YEAR BUDGET UPDATE

Jamie Acton, General Manager

Monday, July 27, 2026

metro transit

BIG PICTURE

Metro spending has been over budget in the last two operating cycles.

- 2025 Actual: $5.7M
- 2026 Projected: $4.2M

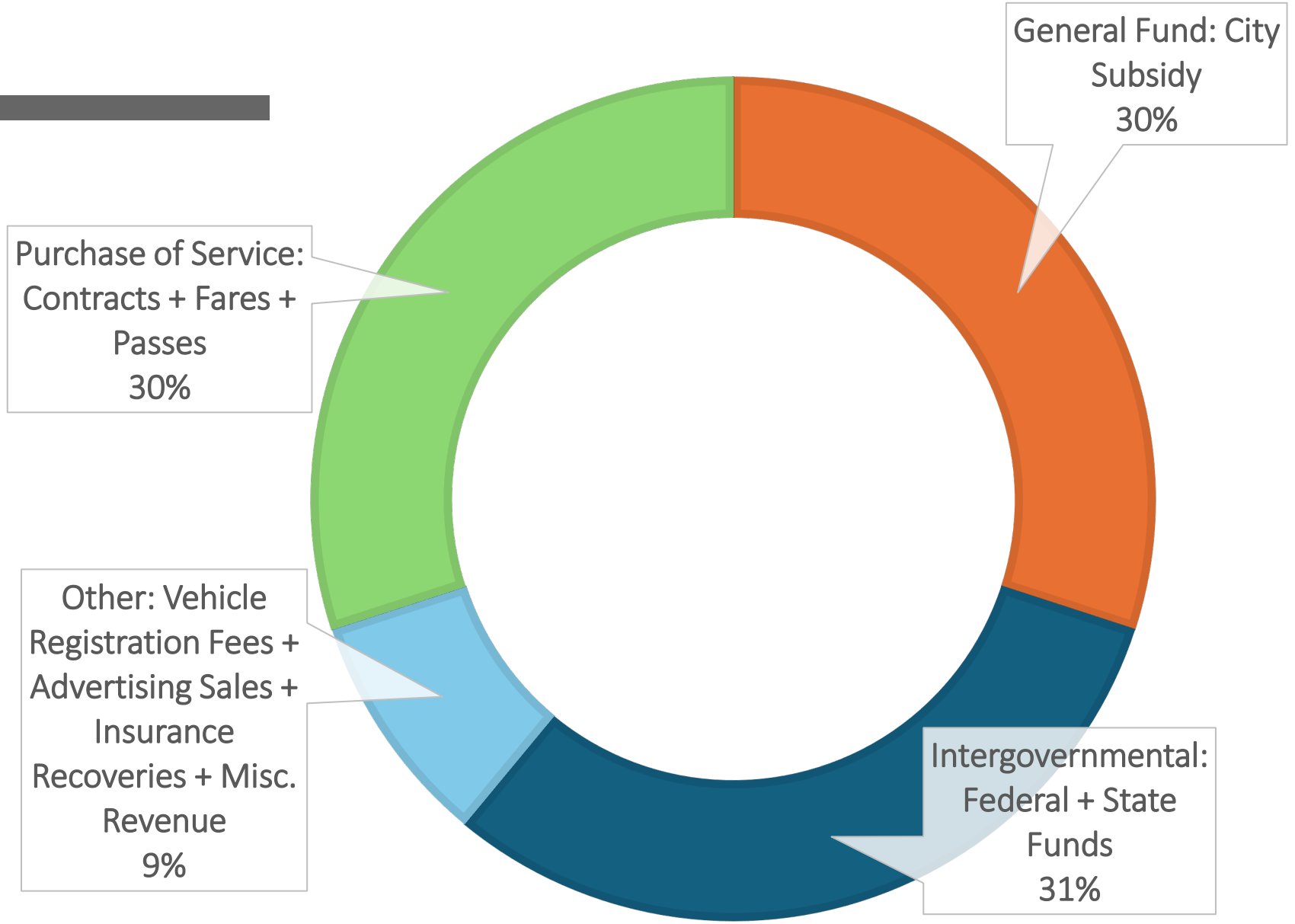
Although the 2026 gap is smaller than 2025, it remains:

- Revenues $1.5M below budget, from optimistic estimates & rates that have not kept pace with Metro costs
- Expenses $2.6M above budget, from rising transit costs that do not align with current operating realities

Immediate Need to Not Hit Budget Stop:

- Increase the supplies budget by $1,320,000
- Increase the purchased services budget by $1,725,000

METRO'S 2026 ADOPTED REVENUES



REVENUE UPDATES

1. Service Contracts Not Structured to Cover Actual Costs
2. Outdated Agency Fare Rate for Paratransit
3. Fare Capping & Pass Sales
4. Intergovernmental Funds Not Keeping Up with Inflation

UNDERSTANDING FEDERAL FUNDS

- Metro receives specific federal funds annually.
- Metro cannot move money between these categories.
- Each category requires a local contribution, has strict eligibility, timelines, complex reporting & drawdown processes to use.

FTA Category	How Metro Can Use the Funds
Section 5307	Pays for a portion of wages associated with performing required preventative maintenance on the buses.
Section 5337	Pays for facility maintenance & fixing buses.
Section 5339	Pays for replacement buses, maintenance equipment, or to build bus related facilities.
Discretionary	Extra money Metro competes for nationwide to pay for special projects.

METRO'S MAJOR COST FACTORS IMPACTING 2026 BUDGET

OVERTIME

$ 510K OVER

Overtime (OT) utilization is higher than budgeted across all Metro divisions to address daily operational needs. Budgeted at $5.19M, OT is currently projected at $5.70M to maintain Metro's existing routes & schedules.

BUS PARTS

$1.3M OVER

As of 2026 the 60' buses are out of warranty, so Metro now pays for replacement parts directly, which was not reflected in the 2026 budget, increasing supply costs.

PARATRANSIT

$1.34M OVER

Public entities that provide fixed route services must also provide ADA complementary paratransit services for persons whose disabilities prevent them from using the fixed route. When Metro's service area changed in 2023, 2024 & 2025 paratransit dem& increased as the service area expanded. Coupled with three provider contracts with different terms & escalators the costs exceeded the amount budgeted for purchased service in 2026.

LOOKING AHEAD

Quarter 3 Activities:

- Continue Actively Monitoring ALL Spending
- Audit Metro's 2026 Spending Against Available Federal Funds
- Begin Conversations on Service Contract Increases

Quarter 4 Activities:

- Agency Fare Update for Paratransit
- Unlimited Ride Pass Rate Update
- Metro Purchase Card Cut-off Oct 2026
- Revise Service Contracts for 2027

Metro Transit
MID-YEAR BUDGET UPDATE

Thank You!

metro transit

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92386

File ID:	92386	**File Type:**	Ordinance	**Status:**	Report of Officer
Version:	2	**Reference:**		**Controlling Body:**	POLICE CIVILIAN OVERSIGHT BOARD
				File Created Date :	03/19/2026
File Name:	Report Requirements OIM PCOB			**Final Action:**	

Title: SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.

Notes: 7042IndependentMonitorReport

Sponsors:

Effective Date:

Attachments: Updated_ Legislative Memo Sub Ordinance Revisions of OIM and PCOB [Final] (Version 2), 92386 Independent Monitor Report-Glenn Alternate, OIM Staff Response (Nov. 10, 2025) (Version 2), Ald. Govindarajan Email to PCOB Chair Pearson (Mar24.2026) (Version 2), Alds. Vidaver, Govindarajan Letter Concern to PCOB Chair Pearson (Sep5.2025) (Version 2), Mayor's Office Email (Apr. 4, 2026) (Version 2), MPD Chief Memo to Interim Monitor Hillson (Nov. 7, 2025) (Version 2), Legal Costs from PCOB Lawsuits (Version 2), 92386 Version 1 Report, Memo re Monitor and Board Ordinance Amendments 3.26 (Version 1), Legislative Memo for Ordinance Revisions of the OIM and PCOB (Version 1), 92386 Mayer Amendment (Version 1), 92386 Govindarajan Amendment 1 (Version 1), 92386 Govindarajan Amendment 2 (Version 1), 032526-042026_CC_public_comment.pdf, 042026-042126_CC_public_comments.pdf, 042126_CC_public_comments.pdf, 92386 council registrants 4.21.2026.pdf, 042226_CC_public_comments.pdf, 042226-050126_CC_public_comments.pdf, 060126-060526_CC_public_comments.pdf, 061626-061726_CC_public_comments.pdf, 070126_CC_public_comment.pdf, 070926_CC_public_comment.pdf, 072026-072126_CC_public_comments.pdf

Enactment Number:

Author: Michael Haas

Hearing Date:

Entered by: mglaeser@cityofmadison.com

Published Date:

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	03/19/2026	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Police Civilian Oversight Board (3/25/26), Common Council (4/21/26)					
1	COMMON COUNCIL	03/24/2026	Refer	POLICE CIVILIAN OVERSIGHT BOARD	03/25/2026		Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the POLICE CIVILIAN OVERSIGHT BOARD. The motion passed by voice vote/other.					
1	POLICE CIVILIAN OVERSIGHT BOARD	03/25/2026	RECOMMEND TO COUNCIL TO PLACE ON FILE - REPORT OF OFFICER				Pass
	Action Text:	Luisi-MIlls made a motion to take this item out of order and it was passed unanimously. After discussion, a motion was made by Luisi-Mills, seconded by Calmese, to RECOMMEND TO COUNCIL TO PLACE ON FILE WITH PREJUDICE - REPORT OF OFFICER. The motion passed by the following vote: Absent: 2 Brandice Hatcherand Katherine Nelson Ayes: 9 Stephanie A. Rearick; Hope Vang; Helyn Luisi-Mills; Vanessa Statam; Devon Snyder; Maia E. Pearson; Rodney D. Saunders, Jr.; Carlotta Calmeseand Michelle E. Miller					
2	COMMON COUNCIL	04/21/2026	Re-refer	POLICE CIVILIAN OVERSIGHT BOARD	07/23/2026		Pass
	Action Text:	A motion was made by Mayer, seconded by Glenn, to Re-refer to the POLICE CIVILIAN OVERSIGHT BOARD,. The motion passed by the following vote:					
	Notes:	Police Civilian Oversight Board (6/17/26), Common Council (8/4/26) Ayes: 16 John W. Duncan; Michael E. Verveer; Regina M. Vidaver; Davy Mayer; Badri Lankella; Ellen Zhang; Joann Pritchett; Julia Matthews; Tag Evers; Noah L. Lieberman; Dina Nina Martinez-Rutherford; Sean O'Brien; Sabrina V. Madison; Carmella Glenn; John P. Guequierreand Barbara Harrington-McKinney Noes: 4 Will Ochowicz; Derek Field; Yannette Figueroa Coleand Bill Tishler Non Voting: 1 Satya V. Rhodes-Conway					
2	POLICE CIVILIAN OVERSIGHT BOARD	07/23/2026	RECOMMEND TO COUNCIL TO PLACE ON FILE - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Luisi Mills, seconded by Statam to RECOMMEND TO COUNCIL TO PLACE ON FILE with prejudice. The motion passed unanimously by voice vote/other.					
	Notes:	Given promises that have been made by Council members to work collaboratively and not follow through with these amendments, the motion was made by Luisi Mills, seconded by Statam, to recommend to Council to place this ordinance amendment proposal on file with prejudice so that the Police Civilian Oversight Board, the Office of the Independent Monitor, and the Common Council can work collaboratively in a mediated process once the Office of the Independent Monitor is fully staffed and funded.					

Text of Legislative File 92386

Fiscal Note

No City appropriation required.

Title

SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.

Body

DRAFTER'S ANALYSIS: This ordinance revises several sections of the ordinances related to the work of the Office of the Independent Police Monitor (OIM) and the Police Civilian Oversight Board (PCOB). The ordinance clarifies that the OIM, while independent in its responsibilities and authority to conduct investigations and make recommendations, is subject to City procedures and policies as are other City agencies. The ordinance also clarifies the OIM's use of legal counsel and adds subjects to be addressed in the OIM's quarterly reports and the PCOB's annual report.

The SUBSTITUTE adds language related to the Common Council's authority to enforce compliance with certain City administrative procedures and directs the OIM, Police Department and City Attorney to create a Memorandum of Understanding to outline the OIM's access to MPD records as permitted by law. The Substitute also modifies the information for the OIM to include in quarterly reports and for the PCOB to include in its annual report.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (6) entitled "Independence of the Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(6) Independence of the Monitor.

(a) Independent from MPD. The OIM shall in all respects remain sufficiently independent from the MPD in order to prevent the OIM and the MPD from becoming so closely aligned that the OIM cannot effectively fulfill its duties. For example, at a minimum, the OIM shall not be physically located in the same office as MPD management, officers, or other personnel.

(b) Independent from City Staff and Officials. No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance.

(c) Administrative Structural and Legal Compliance. While the OIM shall maintain independence in carrying out its duties, including investigations, findings, and recommendations, the OIM shall operate within the administrative structure of the City of Madison for purposes including, but not limited to, hiring and management of staff other than the Independent Monitor, contracting, budgeting, use of technology, and procurement. Nothing in this subsection shall be construed to alter the recruitment, appointment or confirmation process for the Independent Monitor as set forth in this section. The OIM shall comply with all applicable federal and state laws, city ordinances, and Administrative Procedure Memoranda (APMs).

(d) Legal Counsel. The Monitor may retain independent legal counsel to assist the OIM with investigations, oversight activities, and representation related to police oversight cases within the OIM's jurisdiction pursuant to sub (7)(l). The Monitor may also assign outside counsel to complainants as provided in sub. (7)(b)(4). For all other legal matters involving the operations of the OIM as a City agency, including but not limited to compliance with public records laws, open meetings laws, employment matters, and general administrative functions, the OIM shall

utilize the Office of the City Attorney."

2. Subdivision (i) entitled "Access MPD Records" of Section (7) entitled "Powers and Duties of the OIM and Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

(i) Access MPD Records. The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, ~~computer databases,~~ and other information necessary to fulfill the duties of the OIM. The OIM, Police Department and City Attorney shall execute a written memorandum of understanding to define the degree and mechanics of access to specific MPD records consistent with applicable state and federal law. The MOU shall govern the mechanics of access and shall not restrict the categories of records, or data to which the OIM is entitled to under this subsection. The MOU shall also define how the data is shared, stored, and managed by the OIM in compliance with all applicable laws."

3. Section (8) entitled "Public Reporting" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(8) Public Reporting. One of the key components of the OIM is its duty to develop and issue independent reports and recommendations to the Police Civilian Oversight Board, Mayor, Common Council, and community. Accordingly, the OIM ~~is authorized to~~ shall issue the following public reports.

(a) Annual Public Report. The OIM shall submit an Annual Public Report ("Annual Report") to the Mayor and Common Council for its consideration by March 15. At a minimum, the Annual Report shall:

1. Set forth the work of the OIM during the prior calendar year;
2. Identify trends regarding complaints, investigations, and discipline of MPD personnel, including, but without identifying specific persons, information regarding personnel who were the subject of multiple complaints, complainants who filed multiple complaints, and issues that were raised by multiple complaints;
3. Make recommendations regarding the sufficiency of investigations and the appropriateness of disciplinary actions, if any, and changes to policies, rules, and training;
4. Provide other pattern and practice analysis as needed; and
5. Assess the MPD's progress in complying with its own SOPs, governing laws, and lawful orders from the Mayor or Common Council, including compliance with or progress toward meeting any recommendations or directives emanating from the work of the Ad Hoc Committee to Review the MPD's Policies and Procedures and the OIR Report, to the extent they are adopted and approved by the Common Council, as well as the MPD's own stated goals and mission statement.

(b) Quarterly Public Reports. In addition to the Annual Public Report required under sub. (a), and for the purpose of providing regular, concise updates on the activities, performance, and progress of the OIM, the OIM shall submit quarterly public reports to the Mayor and to the Common Council for its consideration. The first quarterly report of each calendar year shall serve as the Annual Public

Report required under sub. (a). The OIM shall submit three additional quarterly reports covering the remaining quarters of the calendar year. Each quarterly report shall, at minimum, include:

1. A summary of current work and trends associated with sub. (7)
2. The number of complaints received;
3. The number of cases opened, closed, and pending, including the total number of cases in backlog;
4. A summary of case outcomes, including findings issued and any recommendations for discipline;
5. The status of recommendations made by the OIM, including whether such recommendations have been implemented, are pending, or have been declined;

(~~b~~ c) Ongoing Public Status Reports. In addition to submitting the annual report, the OIM shall maintain an ongoing status report, which shall be available to the public and which shall include, among other things, patterns relating to complaints and recommendations regarding the sufficiency of investigations, determinations as to whether department rules and policies have been violated, and the appropriateness of disciplinary sanctions, if any.

(~~c~~ d) Additional Public Reports. The OIM, as determined within the discretion of the Monitor or as requested by the Board or the Executive Subcommittee of the Board, may publish additional public reports throughout the year about matters within the duties of the OIM."

4. Subdivision (f) entitled "Annual Public Report" of Subsection (9) entitled "Powers and Duties" of Section 5.20 entitled "Police Civilian Oversight Board" of the Madison General Ordinances is amended as follows:

"(f) Annual Public Report. The Board shall furnish an Annual Public Report ("Annual Report") to the Mayor and Common Council ~~regarding~~ for its consideration no later than March 15 of each year. The report shall, at a minimum, summarize the Board's assessment of the work of the monitor's office including the timeliness, effectiveness and responsiveness of the OIM in carrying out its duties; the Board's activities during the preceding year including the number of Board and committee meetings and member attendance at meetings; the Board's compliance with the training requirements set forth in sub. (4), including trainings provided, member participation and completion, and any identified gaps or needs for additional trainings; community engagement efforts and concerns expressed by community members; the Board's assessment of the MPD investigative and disciplinary processes; the Board's annual evaluation of the Chief of Police, excluding any confidential personnel information, recommendations for ways that MPD can improve its relationships with the community; and recommendations for policy, ~~budget~~ or ordinance changes related to oversight, public safety, and police department policies, rules, hiring, training, and the complaint process."

Updated: Legislative Memo for Substitute Ordinance Revisions of the OIM and PCOB

Alders and Members of the PCOB,

I've prepared this **updated memo** to outline the intent and impact behind the **substitute ordinance revisions** to MGO 5.19 and 5.20, which govern the Office of the Independent Monitor (OIM), and the Police Civilian Oversight Board (PCOB).

This substitute replaces the original proposal introduced under Legistar 92386 and reflects a collaborative legislative process. The original ordinance was introduced as a "first draft" to initiate discussion and gather feedback.

While the PCOB did not advance formal amendments and ultimately voted to reject the initial proposal, the two meetings provided meaningful discussion that helped inform this substitute. Additional feedback was also gathered through follow-up conversations with individual PCOB members, Alders, and City staff.

This substitute incorporates that input, including key elements from Amendment #1 to the original proposal, along with targeted refinements. Amendments #2 and #3 are not included. It should be understood as my "final draft" following that process. As with any ordinance, Alders may still introduce additional amendments as they see fit. This legislative memo only covers my proposals.

The goals of these revisions are to:

- Improve transparency and communication between the OIM, PCOB, and the Common Council
- Provide clearer expectations for reporting and oversight
- Clarify the operational and administrative structure of the OIM within City government
- Ensure long-term effectiveness and sustainability of Madison's independent police oversight model

➢ Why These Changes are Necessary
➢ Core Principles of this Proposal: Independence and Accountability
➢ Summary of Key Changes
    1. Administrative Structural and Legal Compliance – MGO 5.19(6)(c)
    2. Clarifications on Use of Independent Legal Counsel – MGO 5.19(6)(d)
    3. Access to MPD Records – MGO 5.19(7)(i)
    4. Quarterly Reporting Requirements for the OIM – MGO 5.19(8)
    5. Annual Reporting Requirement for the PCOB – MGO 5.20(9)(f)
➢ What This Proposal Does Not Do
➢ Final Perspective

➢ *Why These Changes are Necessary*

Implementation of the OIM and PCOB over time has revealed persistent issues that extend beyond ambiguity and, in some cases, have resulted in litigation and court findings involving violations of state & federal law, and existing ordinance requirements and City policies. These include:

- **Documented concerns related to data handling, records access, and use of City systems**, including uploading sensitive and confidential MPD data onto personal laptops resulting in MPD temporarily pausing all data-sharing with the OIM
    - MPD Chief Memo to Interim Monitor Hillson (Nov. 7, 2025)
    - OIM Staff Response (Nov. 10, 2025)
- **Unclear or inconsistent adherence to State law and City administrative processes**, including hiring, contracting, budgeting, and technology policies
    - Ald. Govindarajan Email to PCOB Chair Pearson (Mar. 24, 2026)
- **Failure to consistently provide required reporting** to the Common Council despite existing ordinance obligations, along with breakdowns in internal communication that have limited the flow of information to both the PCOB and City leadership
    - Alds. Vidaver, Govindarajan Letter of Concern to PCOB Chair Pearson (Sept. 5, 2025)
    - Mayor's Office Email (Apr. 4, 2026)
- **Ambiguity and conflict in using independent legal counsel**, creating uncertainty in legal responsibility and compliance
- **Various violations of city APMs**, detailed throughout in the linked documents above

In addition, there have been instances where the lack of clear administrative structure has contributed to:

- Delays in responding to public records requests
- Confusion regarding authority and responsibility across City departments
- **Lawsuits which have resulted in legal and financial repercussions** (Details of Lawsuits)

None of these issues are theoretical – they reflect documented operational breakdowns **that have occurred** under the existing structure. This proposal does not alter the mission of the OIM or the role of the PCOB. Instead, it establishes expectations and guardrails to ensure that the system works within the framework required of all City agencies.

The OIM has the potential to be a powerful accountability measure, and I believe it must be preserved, even through difficult budget cycles. However, if the OIM and PCOB continue to claim independence from administrative accountability while operating in violation of state and federal laws or city ordinances and APMs, it makes it much harder for the Council to fund a financial liability during a worsening structural budget deficit.

While not all of these issues are ongoing, they reflect recurring challenges that have required intervention across multiple departments. It displays a pattern where accountability and transparency have failed, which is why I believe this substitute ordinance in its entirety is necessary in preserving and stabilizing the PCOB and OIM for the future.

➢ *Core Principles of this Proposal: Independence and Accountability*

This proposal is guided by two core principles:

1. **Independence in Mission** – The OIM must be free to conduct investigations, issue findings, and make recommendations without interference
2. **Accountability in Administration** – as a City agency, the OIM must operate within the legal and administrative framework that governs all City entities

These principles are not in conflict with one another; effective oversight depends on both principles. This proposal reinforces both.

Nothing in this proposal allows the Common Council, Mayor, or City staff to direct or influence investigations, findings, or recommendations. **Those functions remain fully independent.** Instead, these revisions clarify administrative expectations so that the OIM can function effectively.

Again,

Nothing in this proposal allows the Common Council, Mayor, or City staff to direct or influence investigations, findings, or recommendations made by the OIM.

➢ *Summary of Key Changes*

1. **Administrative Structural and Legal Compliance – MGO 5.19(6)(c)**

This change clarifies that while the OIM is independent in its mission, it operates within the City's existing framework for all non-mission related matters, such as hiring and management of staff (excluding the Independent Monitor), contracting, budgeting, technology usage, etc. It also clarifies that the OIM must comply with federal and state law, city ordinances, and applicable city Administrative Procedure Memoranda (APMs).

There is one minor addition in this substitute compared to the original proposal.
"Management of staff other than the Independent Monitor" is added in clarifying that the OIM must follow the City's administrative policies and procedures. Previously it only included hiring of staff.

Intent:

- Establish a clear and consistent understanding of how the OIM functions as a City agency
- Ensure alignment with existing City processes and legal requirements
- Reduce ambiguity around administrative authority and responsibility
- Clarify accountability structure for administrative compliance

Context:
This clarification responds to operational challenges in recent months, including:

- Delays in open records responses
- Questions regarding adherence to City policies and procedures
- Issues related to technology usage and data handling
- Specific details can be found under the "Why These Changes are Necessary" section on Page 2 of this Legislative Memo

Important Clarifications:

- This provision is **explicitly limited to matters separate from the OIM's core mission**
- It does not apply to investigations, findings, recommendations, or oversight activities
- It does not grant the Common Council authority over OIM investigative work
- It does not alter the recruitment, appointment, or confirmation process for the Independent Monitor

2. **Clarifications on Use of Independent Legal Counsel – MGO 5.19(6)(d)**

The ordinance already provides for the use of independent legal counsel. This change clarifies the scope and application of that authority, such as that the OIM may retain independent legal counsel **for matters directly related to its oversight mission**. The OIM may utilize independent counsel for investigations, policy recommendations, and other oversight activities. The Office of the City Attorney remains responsible for general legal matters, administrative compliance, employment, and open records and open meetings compliance, etc.

This substitute does not change anything from the original proposal. This revision ensures that the OIM has appropriate legal support in its oversight-related functions, while maintaining consistency with broader City legal structures.

Intent:

- Addresses concerns raised in the OIM Annual Report regarding potential conflicts with the City Attorney
- Clearly define when independent legal counsel is appropriate
- Maintain consistency in how City agencies handle general legal matters
- Maintains city's obligation to fiscal responsibility

Context:

- The Office of the City Attorney (OCA) serves as legal counsel for the City of Madison as a whole and is responsible for ensuring that all City agencies, including the OIM and PCOB, operate in compliance with applicable laws and ordinances
- This role is not discretionary. The OCA does not "choose" between departments, but provides legal guidance based on the City's obligations as a municipal entity
- Independent legal counsel remains appropriate for oversight-specific functions, while the OCA continues to ensure consistency and legal compliance across all City operations

Important Clarifications:

- This provides clarification and and specifies the application of existing authority
- It does not alter the role of the City Attorney for general legal and administrative matters
- It ensures both independence where necessary for oversight functions, and consistency with City legal processes where appropriate

3. **Access to MPD Records – MGO 5.19(7)(i)**

This substitute updates this subsection based on key elements from Amendment #1 to the original proposal, with notable modifications. This change clarifies how the OIM accesses records from the Madison Police Department (MPD), while ensuring compliance with applicable state and federal law. The ordinance continues to affirm that OIM has access to all records necessary to fulfill its duties. The MOU will also define how the OIM manages, stores, and shares information it receives from MPD.

However, it clarifies that:

- The mechanics of access will be governed through a formal Memorandum of Understanding (MOU) between the OIM, MPD, and the Office of the City Attorney.
- The MOU defines **how** information is accessed, managed, and stored – not **what** information the OIM is entitled to access.
- The MOU governs the mechanics of access and shall not restrict the categories of records or data to which the OIM is entitled to under this subsection

The removal of "computer databases" reflects legal and technical constraints, as direct system access is not always permissible under state and federal law. This does not limit access to the data within the computer databases. In essence, OIM staff can not walk into MPD and log in to their computers directly, but they will instead be able to request the data on those computers.

Intent:

- Ensure sustainability and legally compliant data-sharing practices
- Clarify roles between ordinance authority and MOU implementation
- Protect sensitive and confidential information, including victim data
- Provide long-term clarity for both OIM and MPD

Context:

- This also addresses past issues involving the handling of sensitive MPD data, including instances where confidential information was moved onto personal devices, as detailed in page 2 under "Why These Changes are Necessary."

Important Clarifications:

- This change does not limit the categories of records the OIM may access
- It clarifies the methods and structure of access to ensure compliance with applicable law
- The MOU governs process, not access rights

4. **Quarterly Reporting Requirements for the OIM – MGO 5.19(8)**

This change requires the OIM to submit quarterly reports to the Mayor and Common Council, in addition to the existing annual report. These reports will appear on the Common Council agenda for consideration and discussion. There are some listed requirements for what must be in the report, but the OIM can add additional information as they see fit.

This substitute removes some reporting requirements which were in the original proposal. It removes average and median time for cases to be resolved, summary of policy recommendations made, and providing information such as staffing levels, vacancies, etc. **The only addition** is a summary of work completed by the OIM in accordance with subsection 7: the powers and duties of the OIM and the Monitor. This is to minimize administrative burden on OIM staff.

Intent:

- Provide regular, concise updates on OIM operations and performance
- Allow Council and the public to better understand:
    - Case volume and backlog
    - Outcomes and recommendations
    - What else the OIM is currently working on

Important Clarifications:

- Reports are intended to be **brief and focused**, to avoid additional staff burden
- This change does not alter the structure of independence of the OIM
- This change does not direct or influence the work of the OIM, it just requires transparency

5. **Annual Reporting Requirement for the PCOB – MGO 5.20(9)(f)**

This change clarifies existing requirements for the PCOB to submit an annual report to the Mayor and Common Council *for consideration*, meaning it would have to appear on our agenda for potential questions and discussion. While this requirement has existed since the creation of the Board, it has not yet been fulfilled.

This substitute removes the word "budget" from the original proposal. It removes the requirement that the PCOB make recommendations on MPD's budget. This authority is explicitly given only to the Finance Committee and the Common Council. The PCOB maintains the authority to add additional information into this report as they see fit.

Intent:

- Provide visibility into the work of the Board as a governing body
- Ensure Council and the public understand:
    - Board activities and priorities
    - Community engagement efforts and outcomes
    - Policy recommendations
- Improve transparency for a body that plays a central role in oversight but has not consistently provided formal reporting to the Common Council

Important Clarifications:

- The report is intended to be a concise summary, recognizing that Board members are community volunteers.
- This is not intended to create an administrative burden or require technical reporting

➢ *What This Proposal Does Not Do*

To be clear, this proposal does **not:**

- Change the authority of the OIM or PCOB in conducting investigations
- Allow the Common Council, Mayor, or City Staff to direct or interfere with oversight activities
- Modify the hiring process for the Independent Monitor
- Implement policy changes related to:
    - Body-worn cameras
    - OIM staffing levels or budget
    - Broader structural reforms

Those issues remain important and I hope that the Council addresses them in due time, likely closer to budget deliberations.

➢ *Final Perspective*

Madison's independent police oversight system is unique in Wisconsin and has the potential to serve as a strong model for accountability and community trust. I genuinely believe in the OIM and PCOB's potential to be a great service for our city, but I believe there are structural issues that must also be addressed.

These revisions are intended to:

- Strengthen transparency
- Improve communication with elected officials and the public
- Clarify administrative structure
- Support the long-term success of the OIM and PCOB

This proposal focuses on **practical, achievable improvements** that can be implemented in the near term, while allowing broader policy discussions to continue. As we approach upcoming budget deliberations, I anticipate continued conversations about the long-term viability of the OIM and PCOB. **The Office has the potential to be a powerful accountability measure, but that depends on its ability to operate consistently and in compliance with applicable laws and City policies.** When that standard is not met, it becomes significantly harder for the Common Council to justify continued investment, particularly given current fiscal constraints.

I believe that adopting **these recommendations will strengthen the trust that the Common Council has in the OIM and PCOB, and will only aid in them continuing their mission more effectively and sustainably.**

Respectfully,
Alder MGR Govindarajan
district8@cityofmadison.com

92386 – Alder Glenn Alternate

DRAFTER'S ANALYSIS: This ordinance revises several sections of the ordinances related to the work of the Office of the Independent Police Monitor (OIM) and the Police Civilian Oversight Board (PCOB). The ordinance clarifies that the OIM, while independent in its responsibilities and authority to conduct investigations and make recommendations, is subject to City procedures and policies as are other City agencies. The ordinance also clarifies the OIM's use of legal counsel and adds subjects to be addressed in the OIM's quarterly reports and the PCOB's annual report.

The SUBSTITUTE adds language related to the Common Council's authority to enforce compliance with certain City administrative procedures and directs the OIM, Police Department and City Attorney to create a Memorandum of Understanding to outline the OIM's access to MPD records as permitted by law. The Substitute also modifies the information for the OIM to include in quarterly reports and for the PCOB to include in its annual report.

The ALTERNATE differs from the Substitute in four ways. The Alternate adds language to MGO section 5.19(6)(c) regarding the Common Council's enforcement authority related to the OIM. The Alternate also includes a minor revision to proposed section 5.19(6)(d) in the Substitute related to the OIM's use of independent legal counsel and the Office of the City Attorney. The Alternate also adds language to section 5.19(7)(i) related to the MOU between the OIM and MPD and allows either agency to request that the Council facilitate a resolution if an agreement is not reached within 90 days of the adoption of the ordinance. Finally, the Alternate includes three changes to the information required in quarterly reports of the OIM and one change to the information required in the PCOB's annual public report as compared to the Substitute.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (6) entitled "Independence of the Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(6) Independence of the Monitor.

(a) Independent from MPD. The OIM shall in all respects remain sufficiently independent from the MPD in order to prevent the OIM and the MPD from becoming so closely aligned that the OIM cannot effectively fulfill its duties. For example, at a minimum, the OIM shall not be physically located in the same office as MPD management, officers, or other personnel.

(b) Independent from City Staff and Officials. No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance.

(c) Administrative Structural and Legal Compliance. While the OIM shall maintain independence in carrying out its duties, including investigations, findings, and recommendations, the OIM shall operate within the administrative structure of the City of Madison for purposes including, but not limited to, hiring and management of staff other than the Independent Monitor, contracting, budgeting, use of technology, and procurement. Nothing in this subsection shall be construed to alter the recruitment, appointment or confirmation process for the Independent Monitor as set forth in this section. The OIM shall comply with all applicable

federal and state laws, city ordinances, and Administrative Procedure Memoranda (APMs).

The Common Council retains the authority to enforce compliance with City administrative policies and procedures governing the administrative operations of the OIM, including but not limited to hiring practices, contracting, budgeting, use of technology, and procurement.

This enforcement authority does not extend to the OIM's investigations, findings, recommendations, complaint processing, community engagement, or any other functions listed in MGO §5.19(7), which shall remain exclusively governed by §5.19(6)(b). Before invoking enforcement authority under this subsection, the Common Council shall provide the Independent Monitor and the PCOB with written notice of the alleged non-compliance and a minimum of thirty (30) days to cure, except where the non-compliance poses an immediate legal or financial risk to the City.

(d) Legal Counsel. The Monitor may retain independent legal counsel to assist the OIM with investigations, oversight activities, and representation related to police oversight cases within the OIM's jurisdiction pursuant to sub (7)(l). The Monitor may also assign outside counsel to complainants as provided in sub (7)(b)(4). Such retention shall be funded within the OIM's existing budgetary appropriation for legal services.

For administrative matters involving the operations of the OIM as a City agency, including but not limited to compliance with public records laws, open meetings laws, hiring practices, contracting, and procurement, the OIM shall consult with the Office of the City Attorney."

2. Subdivision (i) entitled "Access MPD Records" of Section (7) entitled "Powers and Duties of the OIM and Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

(i) Access MPD Records. The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, ~~computer databases,~~ and other information necessary to fulfill the duties of the OIM.

The OIM, Police Department and City Attorney shall execute a written memorandum of understanding to define the mechanics of access to specific MPD records consistent with applicable state and federal law. The MOU shall govern the mechanics of access, including protocols for requesting, receiving, storing and securing records, and shall not restrict the categories of record or data to which the OIM is entitled under this subsection.

The MOU shall also define how data is shared, stored, and managed by the OIM in compliance with all applicable laws. If the OIM and MPD are unable to execute a mutually acceptable MOU within ninety (90) days of this ordinance taking effect, either party may request that the Common Council convene a

facilitated resolution process. Pending execution of the MOU, the OIM's existing access to MPD records shall continue uninterrupted under the terms and conditions of any current memorandum of understanding or existing access arrangements in effect at the time of this ordinance's adoption."

3. Section (8) entitled "Public Reporting" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(8) Public Reporting. One of the key components of the OIM is its duty to develop and issue independent reports and recommendations to the Police Civilian Oversight Board, Mayor, Common Council, and community. Accordingly, the OIM ~~is authorized to~~ shall issue the following public reports.

(a) Annual Public Report. The OIM shall submit an Annual Public Report ("Annual Report") to the Mayor and Common Council for its consideration by March 15. At a minimum, the Annual Report shall:

1. Set forth the work of the OIM during the prior calendar year;

2. Identify trends regarding complaints, investigations, and discipline of MPD personnel, including, but without identifying specific persons, information regarding personnel who were the subject of multiple complaints, complainants who filed multiple complaints, and issues that were raised by multiple complaints;

3. Make recommendations regarding the sufficiency of investigations and the appropriateness of disciplinary actions, if any, and changes to policies, rules, and training;

4. Provide other pattern and practice analysis as needed; and

5. Assess the MPD's progress in complying with its own SOPs, governing laws, and lawful orders from the Mayor or Common Council, including compliance with or progress toward meeting any recommendations or directives emanating from the work of the Ad Hoc Committee to Review the MPD's Policies and Procedures and the OIR Report, to the extent they are adopted and approved by the Common Council, as well as the MPD's own stated goals and mission statement.

(b) Quarterly Public Reports. In addition to the Annual Public Report required under sub. (a), and for the purpose of providing regular, concise updates on the activities, performance, and progress of the OIM, the OIM shall submit quarterly public reports to the Mayor and to the Common Council for its consideration. The first quarterly report of each calendar year shall serve as the Annual Public Report required under sub. (a). The OIM shall submit three additional quarterly reports covering the remaining quarters of the calendar year. Each quarterly report shall, at minimum, include:

1. A summary of current work and trends associated with sub. (7);

2. The number of complaints received, categorized by type and severity;

3. The number of cases opened, closed, and pending, including the total number of cases in backlog;

3. The average and median time for case resolution;

4. A summary of case outcomes, including findings issued and any recommendations for discipline;

5. The status of recommendations made by the OIM, including whether such recommendations have been implemented, are pending, or have been declined;

6. A summary of any policy recommendations issued during the reporting period; and

7. Staffing levels, vacancies, and any operational capacity constraints affecting the work of the OIM.

(~~b~~ c) Ongoing Public Status Reports. In addition to submitting the annual report, the OIM shall maintain an ongoing status report, which shall be available to the public and which shall include, among other things, patterns relating to complaints and recommendations regarding the sufficiency of investigations, determinations as to whether department rules and policies have been violated, and the appropriateness of disciplinary sanctions, if any.

(~~c~~ d) Additional Public Reports. The OIM, as determined within the discretion of the Monitor or as requested by the Board or the Executive Subcommittee of the Board, may publish additional public reports throughout the year about matters within the duties of the OIM."

4. Subdivision (f) entitled "Annual Public Report" of Subsection (9) entitled "Powers and Duties" of Section 5.20 entitled "Police Civilian Oversight Board" of the Madison General Ordinances is amended as follows:

"(f) Annual Public Report. The Board shall furnish an Annual Public Report ("Annual Report") to the Mayor and Common Council ~~regarding~~ for its consideration no later than March 15 of each year. The report shall, at a minimum, summarize the Board's assessment of the work of the monitor's office including the timeliness, effectiveness and responsiveness of the OIM in carrying out its duties; the Board's activities during the preceding year including the number of Board and committee meetings and member attendance at meetings; the Board's compliance with the training requirements set forth in sub. (4), including trainings provided, member participation and completion, and any identified gaps or needs for additional trainings; community engagement efforts and concerns expressed by community members; the Board's assessment of the MPD investigative and disciplinary processes; the Board's annual evaluation of the Chief of Police, excluding any confidential personnel information, recommendations for ways that MPD can improve its relationships with the community; and recommendations for policy, budget or ordinance changes related to oversight, public safety, and police department policies, rules, hiring, training, and the complaint process."

Outlook

FW: OIM Memo to HR Director Nov 7.pdf

From Haas, Michael R <MHaas@cityofmadison.com>
Date Fri 4/3/2026 12:43 PM
To Govindarajan, MGR <district8@cityofmadison.com>

1 attachment (171 KB)
OIM Memo to HR Director Nov 7.pdf;

Hi Alder,

I am attaching the memo from Chief Patterson to Erin Hillson which you requested. Also, below are subsequent communications from Greg and Erin.

Mike

From: Hillson, Erin <EHillson@cityofmadison.com>
Sent: Friday, April 3, 2026 12:28 PM
To: Haas, Michael R <MHaas@cityofmadison.com>
Subject: FW: OIM Memo to HR Director Nov 7.pdf

In case MGR needs to see the response he received.

From: Hillson, Erin
Sent: Friday, March 27, 2026 1:49 PM
To: Patterson, John <JPatterson@cityofmadison.com>
Subject: FW: OIM Memo to HR Director Nov 7.pdf

From: Hillson, Erin
Sent: Tuesday, November 11, 2025 11:10 AM
To: Gelembiuk, Gregory W <GGelembiuk@cityofmadison.com>; Patterson, John <JPatterson@cityofmadison.com>
Cc: Kamoske, Angela <AKamoske@cityofmadison.com>
Subject: RE: OIM Memo to HR Director Nov 7.pdf

Good morning, Chief,

Thank you for your email and memo sharing your concerns. As you know, our City policies are important mechanisms for ensuring we are all accountable to the public that we serve. In this case, we let you down, the community down, and put sensitive information at risk. I want to formally apologize from my seat in the OIM for that error.

Some of the things that Greg mentions below identify some of the root causes of the issue, and we will work with the IT Department to find a solution that meets our needs and ensures security and confidentiality of the sensitive information we hold. However, we also know there will need to be more trust building and review of the OIM MOU. We look forward to that trust building process, and bringing the Interim IM into the conversation as soon as they get here.

Best,

Erin

From: Gelembiuk, Gregory W <GGelembiuk@cityofmadison.com>
Sent: Monday, November 10, 2025 5:18 PM
To: Patterson, John <JPatterson@cityofmadison.com>
Cc: Hillson, Erin <EHillson@cityofmadison.com>
Subject: Re: OIM Memo to HR Director Nov 7.pdf

Chief Patterson,

I am writing to share a few thoughts.

1. Robin and I went to IT to try to arrange for me to use the tools I need to do my job. Those conversations were a total dead-end. Every alternative we suggested was automatically rejected.

2. I have "data analyst" in my title, so I figured out how to do the job without IT support.

3. Robin, who has a lot of experience with police records and an acute awareness of confidentiality in police records didn't have any concerns.

4. I have always used good cybersecurity practices. I spent years in charge of cybersecurity in labs where I worked, at UW.

5. I have never loaded MPD records to the cloud. They were only stored and used on my personal computer. I am very aware of the terms of the MOU and don't share records or throw them around willy-nilly.

6. I was at the NACOLE conference two weeks ago. All the consultants I spoke with, who work with confidential police records, routinely do so on personal computers.

7. That includes Mike Gennaco of OIR, who worked with confidential MPD records on his personal computer during OIR's review of MPD. MPD was perfectly fine with that, as have

been all the other police departments he's worked with. MPD certainly wasn't hyperventilating that the presence of confidential records on the personal computers of the OIR team "*could have incredibly negative implications for our community, deeply damage trust, and I think could open our City to potential litigation.*"

8. I have to be able to do my job. With current systems in the City of Madison, that appears essentially impossible. Data analysts in civilian police oversight agencies in other cities can readily use the software tools they require.

9. I need a solution that allows me to do what I need to do. I am not doing rudimentary arithmetic or simple graphs in Excel. I need to be able to do sophisticated analyses with the statistical software package R, audio forensics with iZotope RX, compiling of code, processing of data with Linux tools, Python, etc. I need to be able to use the tools that I have used for decades as a scientist to do the job I was hired for.

10. Per advice from Dylan Brogan, I plan to again reach out to Sara Edgerton to seek a solution. Fundamentally, I think this is an IT problem.

Regards,

Dr. Gregory Gelembiuk

From: Hillson, Erin <EHillson@cityofmadison.com>
Sent: Monday, November 10, 2025 12:01 PM
To: Gelembiuk, Gregory W <GGelembiuk@cityofmadison.com>
Subject: FW: OIM Memo to HR Director Nov 7.pdf

From: Patterson, John <JPatterson@cityofmadison.com>
Sent: Friday, November 7, 2025 12:03 PM
To: Hillson, Erin <EHillson@cityofmadison.com>
Cc: Haas, Michael R <MHaas@cityofmadison.com>; Munger, Sam R. <SMunger@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Kamoske, Angela <AKamoske@cityofmadison.com>
Subject: OIM Memo to HR Director Nov 7.pdf

Good afternoon Erin,

Please see the attached memo detailing the concerns that I shared with you yesterday over the phone. Again, the MPD will be pausing all record sharing with the OIM until this issue is resolved and the current MOU is reworked. We remain committed to collaborating with the OIM in the future but not until these concerns are addressed and corrected.

Thank you,
JP

John Patterson
Chief of Police
Madison Police Department
211 S. Carroll Street
Madison, Wisconsin 53703
(608) 266-4022

Outlook

Fw: Detailed OIM Concerns, Phone Call Follow-Up

From Govindarajan, MGR <district8@cityofmadison.com>
Date Fri 4/3/2026 8:00 AM
To All Alders <allalders@cityofmadison.com>
Cc Haas, Michael R <MHaas@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>
Bcc Munger, Sam R. <SMunger@cityofmadison.com>; Brogan, Dylan <DBrogan@cityofmadison.com>

Hi friends,

Several of you have asked to review the email I referenced during the March 25th PCOB meeting regarding Legistar #92386, making ordinance changes to the OIM and PCOB. Before sharing this, I wanted to ensure there had been direct in-person communucation with both Chair Maia Pearson and IM Meeka Glass so they were aware the email would be shared with the full Council. Thank you for your patience in waiting for that conversation to take place.

Below is my original email to Chair Pearson dated March 24th, along with her response from March 31st. Prior to me sending this email, I shared much of this information with her in a phone conversation on March 21st. During that phone call Chair Pearson shared with me that was the first she had heard these concerns, I wrote to her via email so it could be shared with PCOB members.

My goal in sharing this with you is to ensure transparency and provide all alders with the same baseline information as conversations continue about the OIM, PCOB and the ordinance proposals coming to the Council on April 21st.

Please feel free to reach out with any questions.

Best,

MGR Govindarajan *(he/him/his)*
District 8 Alder | (608) 509-9119
My Blog

From: Maia Pearson <mpearson.cob@gmail.com>
Sent: Tuesday, March 31, 2026 5:16 PM
To: Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>

Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[The full PCOB has been bcc'd for information purposes only]

Good Afternoon MGR,

Thank you for following up on our phone conversation and outlinding the concerns raised. To ensure transparency, I have cc'd the relevant department leaders, as noted in your email.

To date, the majority of the concerns outlined in your email have not been formally communicated to me or to members of the Board by department leadership or alders, particularly within the timeframe you reference. To the concerns that have been raised previously under prior leadership, they have been addressed. Moving forward, timely and direct communication of this nature will be important to ensure concerns can be fully understood and resolved by the board.

As a governing body and the Independent Police Monitor's direct report, we take seriously both our oversight responsibilities and our obligation to the community.

With respect to the specific areas you elevated:

Technology procurement processes (APM 3-20) *and* ***logo usage (APM 3-18):***

At this time, no specific instances of noncompliance have been provided. Additional detail would be helpful to ensure clear and accurate understanding of these concerns. Based on current information, the interim IPM is actively working with IT to procure appropriate systems needed by the office. It is also important to note that oversight bodies often require specialised systems that are different from standard City infrastructure, which may require additional clarification and coordination. Regarding branding, the Board previously engaged with the City Communications Manager to discuss branding and received approval to use a distinct logo reflecting the unique role of the PCOB. To further note, in the spirit of collaboration, when creating the branding, the Board ensured to use the City's branding document as reference.

Information Technology and data security:

Concerns related to device usage and data access were addressed prior to the interim IPM's tenure. My understanding is that the necessary trainings have been completed and that staff are working within established protocols. If there are new or ongoing concerns, the Board would welcome the opportunity to review and discuss them directly.

Website and digital infrastructure:

The concept of a more independent, accessible, and functional web presence has been discussed for several years, in response to community feedback regarding the accessibility of PCOB and OIM information. Improving public access to reports, meetings, and materials remains a priority for the Board. I would like to note that due to the unique role of oversight, most oversights in the US have their own standalone sites or have more autonomy with design and mechanisms/coding of said site. We are happy to provide examples and anticipate working collaboratively with the relevant departments.

Human Resources:

The OIM and PCOB are actively working with HR to ensure compliance with FLSA and other HR applicable policies. The recruitment and hiring processes for the next IPM has started. We are working in partnership with HR, learning more about the City's Equitable Hiring Plan and crafting a process that ensures robust community input.

Finance:

At this time, the board has not been made aware of the concerns referenced. We are committed to working collaboratively with finance to ensure procurement and contracting processes align. Especially as we prepare for the 2027 budget.

More broadly, I want to acknowledge the theme raised regarding the relationship between independence and administrative compliance.

The Board fully understands that the OIM operates within City systems and may be subject to basic applicable legal and administrative requirements. At the same time, the independence of the OIM and PCOB in carrying out its core mission is fundamental and must be preserved. In practice, this can require thoughtful coordination where existing policies do not always fully align with the unique structure, needs, and responsibilities of civilian oversight.

We believe that alignment is best achieved through direct communication and welcome continued conversations with alders and City stakeholders to ensure there is a shared understanding of this balance and to strengthen the systems supporting this work.

Finally, with respect to your reference to potential Council action, I would simply note that the ordinance establishing the OIM clearly affirms its independence in the performance of its duties. Maintaining that independence remains essential to the integrity and effectiveness of the oversight function and the Board remains committed to upholding that independence while also ensuring accountability and compliance with applicable basic requirements (MGO 5.19 (6)(b))

I appreciate your willingness to raise these concerns and agree that continued communication will be important moving forward. The Board remains committed to addressing issues constructively, collaboratively when necessary, and ensuring the long term suitability of the OIM and PCOB.

In solidarity,

Maia

--
Maia Pearson, Board Chair
City of Madison Police Civilian Oversight Board
Office of the Independent Monitor

On Tue, Mar 24, 2026 at 12:26 AM Govindarajan, MGR <district8@cityofmadison.com> wrote:

> Hi Maia,
>
> Thank you again for taking the time to speak with me on Saturday regarding Legistar 92386. I appreciated the conversation and your willingness to engage on this issue. As discussed, I wanted to

follow up in writing to share a set of concerns that have been raised to me by multiple City departments regarding the current operations of the Office of the Independent Monitor.

My intention in sharing this information is not to assign fault or draw conclusions prematurely, but to ensure that the PCOB as the governing body of the OIM, is aware of potential operational, legal, and compliance risks that may warrant further discussion or review. I believe that you having all the information available will allow you to do the vital role you've all volunteered to fulfill.

Several departments have raised concerns regarding adherence to City policies, processes, and APMs. In particular, there have been instances where standard City requirements have been questioned or not consistently followed, including:

- Technology procurement proceseses (APM 3-20)
- Logo usage policies (APM 3-18)
- Use of City-managed systems and devices

In some cases, City staff have had to reiterate that OIM employees, as City employees, are subject to the same policies and procedures as other departments. This has placed department leadership in the difficult position of needing to clarify or enforce policies with a peer office, particularly given the unique structure and perceived indepndence of the OIM.

Information Technology leadership has also raised concerns to data security and compliance. These include:

- Use of personal or unmanaged devices to access or store City data
    - This presents significant cybersecurity risks
    - Would not meet Criminal Justice Information Systems (CJIS) standards
    - Could jeopardize MPD's access to state and federal data systems
- Resistance to required training and established processes
    - Requests for access to systems without completing required trainings
    - Questions about whether certain procedures are "mandatory"
- Website and digital infrastructure concerns
    - References in the OIM Annual Report to a potential independent PCOB website raise issues related to:
        - Records retention and open records compliance
        - Accessibility requirements
        - Long-term maintence and staffing capacity
        - Cybersecurity risks

There are also questions regarding compliance with existing policies in published materials, including logo usage standards and the potential use of generative AI in official documents.

Human Resources has similarly identified araes of potential legal and financial risk. These include:

- Fair Labor Standards Act (FLSA) compliance if staff are working beyond allotted or budgeted hours
    - There was also a public statement made during the press conference indicating that OIM staff may be working beyond their allotted or budgeted hours, which could raise FLSA compliance concerns if staff are working unpaid hours.

    - Tax law compliance concerns related to out-of-state work
- Hiring process for the next Independent Monitor
    - Ensuring the process follows established HR procedures and legal standards to avoid potential claims of discriminatory hiring practices, particularly given prior issues that have required significant staff time and legal resources
- Adherence to workplace policies related to
    - Discrimination
    - Workplace safety

As you know, these policies exist to mitigate risk and ensure that issues are addressed promptly and appropriately.

I haven't yet directly spoken to them, but I've heard that the Finance Department has similar concerns, mainly regarding:

- Contracting with services or programs without following established processes
- Purchasing equipment, software, or other items without following city policies

From my understanding, the Finance Department will not process payments if required policies are not followed. This reflects their responsibility to ensure that taxpayer funds are spent in accordance with Council authorization and City policy. Situations like this can create legal and financial risk if not addressed proactively.

The issues above, which staff have shared with me, seem to be just from the last three months. *[NOTE TO ALDERS: IT and HR have since confirmed not every instance was in the last three months, and/or no longer existing issues. Departments heads are now in direct communication with the PCOB and OIM]*

Across these conversations, a consistent theme has emerged: concern that the OIM's independence in carrying out its core mission (investigations, findings, and recommendations) is being interpreted to include adminstrative, legal, and operational requirements. *While independence in its core function is both important and necessary, extending that independence to areas such as compliance with City policies and legal requirements creates risk not just for the OIM, but for the City as a whole.*

I am sharing these concerns so that the PCOB is aware of potential compliance gaps and operational risks, as well as areas where additional clarity or oversight may be warranted. These issues also directly informed portions of the ordinance revisions I recently introduced, particularly those clarifying that the OIM is fully independent in its mission but remains subject to City administrative structures, policies, and other applicable laws.

Staff Contact Information:

- Information Tech.: Sarah Edgerton -- SEdgerton@cityofmadison.com
- Human Resources: Erin Hillson -- EHillson@cityofmadison.com
- Finance Dept.: Dave Schmiedicke -- DSchmiedicke@cityofmadison.com
- City Attorney: Mike Haas -- MHaas@cityofmadison.com

Additionally, as I mentioned in our call, some of the information shared here may become part of

broader public discussion. My preference, however, is to work collaboratively with you and the Board to address these concerns directly *and ensure that the Council is kept appropriately informed*. If these risks are not addressed and result in avoidable liability for the City, I believe the Council would be compelled to take steps to mitigate that risk, including reevaluating the structure, oversight, and funding of the OIM and PCOB.

I want to reiterate that I believe strongly in the mission and importance of both the OIM and the PCOB. My goal is to ensure that the structure supporting that mission is sustainable and aligned with existing policies of the city. I would welcome the opportunity to discuss any of these concerns further and to hear the Board's perspective.

Best,

MGR Govindarajan *(he/him/his)*
District 8 Alder | (608) 509-9119
My Blog

September 5, 2025

Dear PCOB Executive Committee,

This letter outlines concerns from the Common Council leadership in regards to the performance of Robin Copley, Independent Monitor (IM). As the Office of the Independent Monitor (OIM) operates under the oversight of the Police Civilian Oversight Board (PCOB), which was created by the Common Council, compliance with city standards and timelines is critical to ensuring transparency, accountability, and public trust. This letter outlines our concerns regarding performance issues that have occurred over the last six months:

1. Timely Response to Public Records Requests

The OIM, like all public agencies, is required to respond to open records requests in a timely fashion, in accordance with state law and city ordinances. Generally, the City attempts to complete open records requests within 10 working days. If additional time is necessary due to the complexity of a request, OIM staff must provide a written explanation and estimated completion date to the requestor and the City Attorney's office within the initial 10-day window.

Several open records requests have sat idle with the IM, even after multiple follow-ups from the City Attorney's office, and queries from the media. Our understanding is that these open records requests have now been completed, but the fact that the IM allowed them to continue unaddressed until the media made public her inaction is deeply concerning. Moreover, her inaction could have led to a costly lawsuit to the City, with a likely outcome of award to the litigant since there was no discernable reason for the delayed response.

2. Finalization of the Annual Report

As required by Madison General Ordinance 5.19(8)(a), the OIM is required to submit an Annual Report to the Common Council. This report was initially requested for placement on a Council Agenda in April, 2025. After reviewing the proposed Annual Report, the Common Council President provided suggested edits to bring the report more in line with other, non-partisan City reports, and requested an Executive Summary be included at the end of May, 2025. On July 18, 2025 the Common Council President met with OIM staff to discuss suggested edits. There has been no action on the Annual Report since that time, and it remains un-delivered to the Common Council.

3. Attendance at Common Council Meetings

As a member of the City's managerial staff, the Independent Monitor is expected to attend Common Council meetings at least until the Consent Agenda is approved when there are items pertaining to their department or agency on the agenda. On the July 1, 2025 Common Council meeting when an ordinance revision for the PCOB was on the agenda, the Independent Monitor was unavailable to provide responses to Council queries; only the Data Analyst from the OIM was available. Once relevant items are voted on, either through the Consent Agenda or during a larger discussion,

related staff may leave. We were pleased to see the IM was in attendance at the most recent Council meeting on September 2 when this item was returned to Council for final action.

4. General Compliance with APM 2-33 and Managerial Duties

The OIM, like all City staff, must comply with all requirements outlined in Administrative Procedure Memorandum (APM) 2-33, including but not limited to: confidentiality; coordination with city staff and officials as necessary; proper training of staff on public records compliance and timely reporting of any potential breaches; completion of assignments and duties in a timely manner with attention, care, and efficiency; truthful and accurate recording of timesheets, including vacation and sick leave; and maintaining up-to-date internal procedures aligned with city policy.

Staff who report to the IM have provided information to Council leadership that the IM has not herself provided (see emails provided under separate cover). It is unclear whether the IM has the training and expertise to properly manage staff, if the staff feel they are in the position to have to "manage up" to get her to accomplish key tasks that are within her scope of responsibility. While we recognize staff/manager relationships can be complicated and one side of the story is generally only a fraction of the reality, the fact the staff felt the need to reach out to Council leadership to report on the situation is telling.

In conclusion, while the OIM is independent of standard City managerial oversight, the IM remains a City employee, and must adhere to City requirements and policies. These measures are not only requirements, but also part of our shared commitment to transparency and accountability.

While we certainly hope the deficiencies outlined herein can be addressed, we remain concerned about past performance of the IM and want to ensure the PCOB Executive Committee has all relevant information as they determine next steps.

Sincerely,

Regina Vidaver
President, Common Council

MGR Govindarajan
Vice President, Common Council

Outlook

RE: Detailed OIM Concerns, Phone Call Follow-Up

From Munger, Sam R. <SMunger@cityofmadison.com>
Date Fri 4/3/2026 2:09 PM
To Govindarajan, MGR <district8@cityofmadison.com>

Thanks for sharing this and for doing the heavy lifting on this ordinance. I assume you already know this, but Meeka has specifically asked our office _*not*_ to reach out to Maia directly (not that it is entirely her call), and has scolded us on several occasions for doing so. So if Maia is concerned that she is not getting significant information regarding staff concerns, she may want to take that up directly with Meeka and the OIM. Please feel free to share this with other Alders or whomever else you see fit if you think it provides helpful context.

From: Govindarajan, MGR <district8@cityofmadison.com>
Sent: Friday, April 3, 2026 8:00 AM
To: All Alders <allalders@cityofmadison.com>
Cc: Haas, Michael R <MHaas@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>
Subject: Fw: Detailed OIM Concerns, Phone Call Follow-Up

Hi friends,

Several of you have asked to review the email I referenced during the March 25th PCOB meeting regarding Legistar #92386, making ordinance changes to the OIM and PCOB. Before sharing this, I wanted to ensure there had been direct in-person communucation with both Chair Maia Pearson and IM Meeka Glass so they were aware the email would be shared with the full Council. Thank you for your patience in waiting for that conversation to take place.

Below is my original email to Chair Pearson dated March 24th, along with her response from March 31st. Prior to me sending this email, I shared much of this information with her in a phone conversation on March 21st. During that phone call Chair Pearson shared with me that was the first she had heard these concerns, I wrote to her via email so it could be shared with PCOB members.

My goal in sharing this with you is to ensure transparency and provide all alders with the same baseline information as conversations continue about the OIM, PCOB and the ordinance proposals coming to the Council on April 21st.

Please feel free to reach out with any questions.

Best,

CITY OF MADISON POLICE DEPARTMENT

INTER-DEPARTMENTAL CORRESPONDENCE

DATE: November 7, 2025

TO: Erin Hillson, City of Madison Human Resources Director and Interim Independent Monitor

FROM: John Patterson, Chief of Police

SUBJECT: **Immediate Pause on all MPD Records Sharing with the OIM**

On November 6, 2025, Assistant Chief Angie Kamoske met with Greg Gelembiuk, data analyst for the OIM, to discuss MPD records and records access solutions. Greg shared with AC Kamoske that he has been using his personal computer exclusively to analyze MPD data and sensitive police records while working at home during the week and weekends. Greg also shared that he has been using software on that same personal device to aid in his analysis. It is my understanding that he previously sought approval for this software through City IT but it was not approved. In addition, Greg said that he never uses his City issued laptop to complete his analysis work and said it was a "paperweight". Finally, Greg did say that the former IM Robin Copley was aware of and allowed for his use of his personal computer. I am appalled to learn that this has been likely occurring with sensitive records and information. With no knowledge of what security exists or fails to exist on Greg's personal computer, I believe now that the privacy and confidentiality of MPD records, which are likely to include crime victim information and that of community members trusting us all with their privacy, could be in jeopardy.

I spoke with IT Director Sarah Edgerton on November 6, 2025, and she confirmed that the former IM and Greg had met with her staff earlier in the year to request the acquisition of a certain software. She confirmed that they were not approved for this software acquisition and were given instructions on how to proceed and seek approval. She shared that this process was not followed up on either by the former IM or Greg. It is not clear that this software being utilized by Greg is the same platform that was requested and not approved. After my discussion with Sarah, we are both concerned that violations of Madison Administrative Procedure Memorandum numbers 3-6, 3-9, 3-20, and 3-21 by staff of the Office of the Independent Monitor have been occurring during this entire calendar year, and potentially longer.

I have grave concerns with this situation and ask that you address it immediately. I am directing my staff to immediately pause any data or records requests, including those in process and outstanding with the OIM, until this is rectified and our current MOU with the office is updated. I also ask that you identify which records are being stored on Greg's personal device(s), and any data stored in the cloud, and return them to our Records Custodian as soon as possible.

The MPD goes to great lengths to protect the privacy of our community members, to include crime victims and witnesses of crimes. Marsy's Law in Wisconsin was enacted in Wisconsin to grant dignity, respect and privacy to crime victims specifically and placing records on personal devices and utilizing unapproved software seems to recklessly place this privacy at risk. I would never tolerate any member of the MPD taking home police records and installing them onto their personal device for analysis, and I cannot continue with any agreement that allows the OIM to engage in this prohibited behavior. Allowing this could have incredibly negative implications for our community, deeply damage trust, and I think could open our City to potential litigation.

Thank you for your immediate attention to this matter.

Respectfully,

John Patterson

John Patterson, Chief of Police

CC: Mike Haas, City Attorney
Sarah Edgerton, City IT Director
Sam Munger, Mayor's Chief of Staff
Angela Kamoske, Assistant Chief of Police

To better inform the question of:

> *"If the OIM had fully independent legal counsel for all matters, regardless of whether they relate to its core oversight mission, what would be the impact?"*

I requested information from City Attorney Haas regarding recent lawsuits tied to the PCOB.

➢ *Summary of Relevant Litigation*

Lawsuit #1 – David B.
Issue: Challenge to ordinance language requiring specific demographic representation on the PCOB
Outcome: Ordinance revised (Legistar #71016)

Defense Costs: $38,845.50
Other Costs Paid Out: $46,100
Total: $84,945.50

Lawsuit #2 – Eric H.
Issue: Allegation of discriminatory hiring practices in the selection of the Independent Monitor
Outcome: City lost the lawsuit

Defense Costs: $46,537
Other Costs Paid Out: $5,000
Total: $51,537

Lawsuit #3 – Joel W.
Issue: Allegation of discriminatory hiring practices in the appointment of the first Independent Monitor

Costs are unavailable at this time, because this is an ongoing lawsuit that the OCA is currently defending the PCOB against.

Absolute Total: $136,482.5 *(Lawsuit #1 + Lawsuit #2)*

➢ *Policy Implication for Alder Consideration*

If the OIM were to operate with fully independent legal counsel across all functions:

- These types of cases would likely **not be covered by the City's insurance**
- The Common Council would be responsible for funding
    - Legal defense costs
    - Outside counsel rates, rather than in-house
    - Any resulting monetary damages

In practice, **this would shift significant financial risk directly onto the City's operating budget and taxpayers.** If the OIM's independent counsel provides advice that is contrary to city procedures which is acted upon, that could invite additional financial and legal liability for the City, and result in insurance premiums increasing.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 92386

File ID:	92386	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	Attorney's Office
				File Created Date :	03/19/2026
File Name:	Report Requirements OIM PCOB			**Final Action:**	

Title: Amending Subsections 5.19(6) and (8) and creating Subsection 5.20(11) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.

Notes: 7042IndependentMonitorReport

Sponsors:	MGR Govindarajan And Regina M. Vidaver	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Michael Haas	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	03/19/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Police Civilian Oversight Board (3/25/26), Common Council (4/21/26)

Text of Legislative File 92386

Fiscal Note
[Enter Fiscal Note Here]
Title
Amending Subsections 5.19(6) and (8) and creating Subsection 5.20(11) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.
Body
DRAFTER'S ANALYSIS: This ordinance revises several sections of the ordinances related to the work of the Office of the Independent Police Monitor (OIM) and the Police Civilian Oversight Board (PCOB). The ordinance clarifies that the OIM, while independent in its responsibilities and authority to conduct investigations and make recommendations, is subject to City procedures and policies as are other City agencies. The ordinance also clarifies the OIM's use of legal counsel and adds subjects to be addressed in the OIM's quarterly reports and the PCOB's annual report.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (6) entitled "Independence of the Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(6) Independence of the Monitor.

(a) Independent from MPD. The OIM shall in all respects remain sufficiently independent from the MPD in order to prevent the OIM and the MPD from becoming so closely aligned that the OIM cannot effectively fulfill its duties. For example, at a minimum, the OIM shall not be physically located in the same office as MPD management, officers, or other personnel.

(b) Independent from City Staff and Officials. No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance.

(c) Administrative Structural and Legal Compliance. While the OIM shall maintain independence in carrying out its duties, including investigations, findings, and recommendations, the OIM shall operate within the administrative structure of the City of Madison for purposes including, but not limited to, hiring of staff other than the Independent Monitor, contracting, budgeting, use of technology, and procurement. Nothing in this subsection shall be construed to alter the recruitment, appointment or confirmation process for the Independent Monitor as set forth in this section. The OIM shall comply with all applicable federal and state laws, city ordinances, and Administrative Procedure Memoranda (APMs).

(d) Legal Counsel. The Monitor may retain independent legal counsel to assist the OIM with investigations, oversight activities, and representation related to police oversight cases within the OIM's jurisdiction pursuant to sub (7)(l). The Monitor may also assign outside counsel to complainants as provided in sub. (7)(b)(4). For all other legal matters involving the operations of the OIM as a City agency, including but not limited to compliance with public records laws, open meetings laws, employment matters, and general administrative functions, the OIM shall utilize the Office of the City Attorney."

2. Section (8) entitled "Public Reporting" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(8) Public Reporting. One of the key components of the OIM is its duty to develop and issue independent reports and recommendations to the Police Civilian Oversight Board, Mayor, Common Council, and community. Accordingly, the OIM ~~is authorized to~~ shall issue the following public reports.

(a) Annual Public Report. The OIM shall submit an Annual Public Report ("Annual Report") to the Mayor and Common Council for its consideration by March 15. At a minimum, the Annual Report shall:

1. Set forth the work of the OIM during the prior calendar year;
2. Identify trends regarding complaints, investigations, and discipline of MPD personnel, including, but without identifying specific persons, information regarding personnel who were the subject of multiple complaints, complainants who filed multiple complaints, and issues that were raised by multiple complaints;

3. Make recommendations regarding the sufficiency of investigations and the appropriateness of disciplinary actions, if any, and changes to policies, rules, and training;
4. Provide other pattern and practice analysis as needed; and
5. Assess the MPD's progress in complying with its own SOPs, governing laws, and lawful orders from the Mayor or Common Council, including compliance with or progress toward meeting any recommendations or directives emanating from the work of the Ad Hoc Committee to Review the MPD's Policies and Procedures and the OIR Report, to the extent they are adopted and approved by the Common Council, as well as the MPD's own stated goals and mission statement.

(b) Quarterly Public Reports. In addition to the Annual Public Report required under sub. (a), and for the purpose of providing regular, concise updates on the activities, performance, and progress of the OIM, the OIM shall submit quarterly public reports to the Mayor and to the Common Council for its consideration. The first quarterly report of each calendar year shall serve as the Annual Public Report required under sub. (a). The OIM shall submit three additional quarterly reports covering the remaining quarters of the calendar year. Each quarterly report shall, at minimum, include:

1. The number of complaints received, categorized by type and severity;
2. The number of cases opened, closed, and pending, including the total number of cases in backlog;
3. The average and median time for case resolution;
4. A summary of case outcomes, including findings issued and any recommendations for discipline;
5. The status of recommendations made by the OIM, including whether such recommendations have been implemented, are pending, or have been declined;
6. A summary of any policy recommendations issued during the reporting period; and
7. Staffing levels, vacancies, and any operational capacity constraints affecting the work of the OIM.

(~~b~~ c) Ongoing Public Status Reports. In addition to submitting the annual report, the OIM shall maintain an ongoing status report, which shall be available to the public and which shall include, among other things, patterns relating to complaints and recommendations regarding the sufficiency of investigations, determinations as to whether department rules and policies have been violated, and the appropriateness of disciplinary sanctions, if any.

(~~c~~ d) Additional Public Reports. The OIM, as determined within the discretion of the Monitor or as requested by the Board or the Executive Subcommittee of the Board, may publish additional public reports throughout the year about matters within the duties of the OIM."

3. Subdivision (f) entitled "Annual Public Report" of Subsection (9) entitled "Powers and Duties" of Section 5.20 entitled "Police Civilian Oversight Board" of the Madison General Ordinances is amended as follows:

"(f) Annual Public Report. The Board shall furnish an Annual Public Report ("Annual Report") to the Mayor and Common Council ~~regarding~~ for its consideration no later than March 15 of each year. The report shall, at a minimum, summarize the Board's assessment of the work of the monitor's office including the timeliness,

effectiveness and responsiveness of the OIM in carrying out its duties; the Board's activities during the preceding year including the number of Board and committee meetings and member attendance at meetings; the Board's compliance with the training requirements set forth in sub. (4), including trainings provided, member participation and completion, and any identified gaps or needs for additional trainings; community engagement efforts and concerns expressed by community members; the Board's assessment of the MPD investigative and disciplinary processes; the Board's annual evaluation of the Chief of Police, excluding any confidential personnel information, recommendations for ways that MPD can improve its relationships with the community; and recommendations for policy, budget or ordinance changes related to oversight, public safety, and police department policies, rules, hiring, training, and the complaint process."

Office of the City Attorney

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MEMORANDUM

TO: Police Civilian Oversight Board Members
Common Council Members

CC: Alder Govindarajan

FROM: City Attorney Michael Haas

DATE: March 25, 2026

RE: Proposed Amendments to MGO Sections 5.19 and 5.20

This memorandum summarizes the provisions of ordinance amendments proposed by Alder Govindarajan related to the Office of the Independent Monitor (OIM) and the Police Civilian Oversight Board (PCOB). The amendments are contained in Legistar File 92386 which is scheduled for introduction at the March 24th Council meeting, referral to the PCOB at its March 25th meeting, and consideration by the Council on April 21st. Alder Govindarajan has sponsored the main motion consisting of several provisions as well as two separate amendments for which he is requesting the PCOB's feedback.

Main Motion

Alder Govindarajan's main motion includes three language changes.

1. Add the following language as MGO 5.19(6)(c):

> Administrative Structural and Legal Compliance. While the OIM shall maintain independence in carrying out its duties, including investigations, findings, and recommendations, the OIM shall operate within the administrative structure of the City of Madison for purposes including, but not limited to, hiring of staff other than the Independent Monitor, contracting, budgeting, use of technology, and procurement. Nothing in this subsection shall be construed to alter the recruitment, appointment or

> confirmation process for the Independent Monitor as set forth in this section. The OIM shall comply with all applicable federal and state laws, city ordinances, and Administrative Procedure Memoranda (APMs).

This language reflects the original intent of the Common Council when it created the Office of the Independent Police Monitor. It only reinforces and does not change the role of the OIM and its relationship to the City and other agencies. A separate provision of MGO 5.19 requires that the OIM shall be independent from the Police Department so that it can effectively fulfill its duties. Another provision states that:

> No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance.

This latter provision in MGO 5.19(6)(b) is intended to prohibit City officials and staff from attempting to interfere with or influence the OIM "in the performance of their duties and responsibilities as set forth in this Ordinance." Those powers and duties are listed in MGO 5.19(7) and include monitoring MPD activities, conducting investigations, making recommendations to the Police Chief and referrals to the Police and Fire Commission (PFC), making policy recommendations to the Mayor and Common Council, appointing legal counsel for individuals who file complaints with the PFC, completing an annual review of the Police Chief, processing complaints, and conducting community engagement.

While the ordinance requires that the substance and conclusions of that work shall not be influenced by City employees or officials, the original ordinance establishing the OIM did not contemplate that the OIM would be exempt or disconnected from standard City policies and procedures in conducting its work. Put simply, the OIM is a City agency, created by the Common Council, and is subject to all Citywide administrative policies and procedures. It is not an entity separate from the City or one that is only funded by the City. The OIM has no independent authority to enter into contracts outside of City procedures, hire staff or make expenditures outside of budgetary authority, initiate litigation on its own, or sue another City agency. It is part of the City government and organizational structure.

It is important to note that the OIM and the PCOB were created solely by the Common Council in an attempt to implement and be responsive to various recommendations, including MPD's own stated goals and mission statement. Unlike other cities, these oversight entities were not created as a requirement of a federal court or federal consent decree with the U.S. Department of Justice. The OIM has no authority or duties ordered by a court that supersede City ordinances, rules or procedures.

It is also important to recognize that the City has developed numerous internal operational policies and procedures over decades that are designed to ensure consistency across agencies, compliance with state and federal laws, and security of City systems and data, among other goals. Such policies may be in the form of an Administrative Procedures Memorandum (a mayoral directive to all City staff); instructions from a City agency responsible for specific subject matter such as IT, personnel or finance compliance; or a legal opinion from the City Attorney's Office.

Therefore, the proposed language regarding the OIM operating within the administrative structure of the City and following applicable laws and City policies reflects what is already in place. This is true of all agencies even though ordinances that establish other agencies do not specifically mention it. In fact, the absence of such language related to other agencies illustrates that this is a basic and obvious expectation for all City agencies and is not required to be stated in ordinances. The OIM is meant to be independent from influences of MPD and City officials and staff but it is clearly still an agency of the City and is not separate from the City's organizational structure or procedures.

There are many practical, legal and administrative reasons that following City procedures is not only required of the OIM but serves its responsibilities and authority. For example, the City as an employer is subject to the Fair Labor Standards Act and other employment laws that govern the treatment of overtime worked by staff. The Human Resources Department has developed hiring processes designed to comply with laws that prohibit discriminatory hiring practices, and the City has robust work rules and processes to address complaints of discrimination or harassment in the workplace. These rules and policies govern and correct behavior of City staff and also help to protect the City from legal liability.

Another example relates to the use of technology and the security of technology systems and City data. The City has invested significant resources and staff effort in building an infrastructure to secure City systems and data, review and approve new technology, and process requests from agencies in an organized and systematic manner. The IT Department is authorized and directed under APM 3-20 to review requests for new technology and City agencies are required to complete that review before obtaining or using new technology systems. The IT Department needs to ensure that the new technology does not duplicate existing City resources, that it does not pose security risks, and that its staff can support the technology and its updates in the future.

Similarly, the IT Department must ensure that City employees are safeguarding both City devices and data by not downloading unauthorized software, using personal devices to work with confidential City data, altering the City logo contrary to APM 3-18, or using artificial intelligence contrary to the City's policy. There are numerous ways that the City as an organization may be targeted with IT breaches, including by attempting to gain access to a particular agency through the devices or software of another agency. Following IT protocols and

procedures protects not only confidential OIM and MPD data but the data and systems of all other agencies. The City simply cannot take the risk that, for instance, the Clerk's election systems and data might be compromised because of unsecure practices of another agency.

A third IT concern that arises is handling confidential MPD records accessed through the FBI's Criminal Justice Information System, which is a national storehouse for sensitive criminal justice information managed by the United States Department of Justice and is subject to strict security measures. The DOJ periodically conducts audits to ensure that its data is handled properly, and failure to do so could put the access of the Police Department and the City as an organization at risk.

Finally, the OIM has referenced plans to host its own website. If this is intended to mean a website that is not hosted and maintained by the City, it would also raise serious concerns. Those include the need to retain records, the requirement to follow new federal accessibility guidelines for websites, the lack of staff to support and sustain a separate website, and security risks.

These examples and concerns illustrate that following City policies and procedures is not merely red tape or something requested by the whims of City staff and officials. They have been developed over time and they serve the City's administrative, legal and transparency purposes. All City agencies, including the OIM, must comply with them.

2. Add the following language as MGO 5.19(6)(d):

> Legal Counsel. The Monitor may retain independent legal counsel to assist the OIM with investigations, oversight activities, and representation related to police oversight cases within the OIM's jurisdiction pursuant to sub (7)(l). The Monitor may also assign outside counsel to complainants as provided in sub. (7)(b)(4). For all other legal matters involving the operations of the OIM as a City agency, including but not limited to compliance with public records laws, open meetings laws, employment matters, and general administrative functions, the OIM shall utilize the Office of the City Attorney.

This is also language that reflects the intent of the original ordinance establishing the OIM and the PCOB. In MGO 5.20(5), the Common Council directed that "Staff from MPD and the Office of the City Attorney shall attend each Board meeting to answer any questions that may arise. Other City staff shall attend meetings when requested by the Board." The City Attorney's Office cannot be expected to answer questions from the Board if it does not also advise the OIM.

Furthermore, under Wisconsin Statute 62.09(12)(a), the City Attorney "shall conduct all the law business in which the city is interested." Under Wisconsin Statute 62.06(12)(g), the Common Council "may employ and compensate special counsel to assist in or take charge of any matter in which the city is interested."

And under MGO 3.07(1), the Council has directed that the City Attorney "shall be responsible for the duties contained therein and for the conduct of all legal services of the City and shall serve as legal advisor to the Council, the Mayor and all departments and offices of the City."

Currently, MGO 5.19(7)(l) states that the Independent Monitor may "retain independent legal counsel if necessary to fulfill the duties of the OIM." While this language may appear to allow broad authority to retain independent legal counsel, it is modified by "if necessary to fulfill the duties of the OIM." The City Attorney's Office assigns an attorney to assist and counsel every City agency including the OIM. Our office provides legal advice to agencies regarding all types of municipal law matters including contracts, personnel matters, the Ethics Code, Open Meetings Law, Public Records Law, and federal, state and local laws that apply to the agency. These are duties that the City Attorney's Office has completed during and since the creation of the OIM and PCOB, and there have been no issues with that representation under either Independent Monitor. We have answered questions from and advised both the OIM and the PCOB on the range of legal and administrative issues that exist.

Not only is it not necessary for the OIM to retain independent legal counsel to fulfill the routine operations of the agency, but that was not the Council's intent. City agencies need to have consistent advice on how they handle legal and compliance matters which is provided by our Office. An outside attorney would need to be both familiar with those aspects of municipal law and capable of providing the same substantive advice as the City Attorney's Office. The City cannot rely on an attorney to provide advice on compliance issues who is not responsible for representing or defending the City. If the OIM or the PCOB is sued, as the Board has been, legal representation is provided by the City or outside counsel, not by an attorney retained by the OIM.

The Common Council recognized that the OIM may wish to retain outside legal counsel to assist in work related to investigations and complaints. **The City Attorney's Office has not been involved in those matters, has not been asked to be involved, and is not seeking to be involved in them.** These are not matters related to the agency's compliance with City policies and procedures or state or federal law. The potential outcomes of such investigations are the OIM making recommendations to the Police Chief or the PFC, or providing assistance to complainants pursuing a complaint against an officer at the PFC.

It is reasonable that the OIM may wish to retain expertise related to investigations and the Council authorized that action and appropriated funds to do so. Memos issued by the Finance Department when the Council considered the OIM's original budget indicated that the purpose of those funds was to permit the OIM to retain investigative or legal assistance related to the OIM's investigations or providing advice regarding complaints. A July 22, 2020 memorandum from Finance Director David Schmiedicke estimated a budget amount of $30,000 based on a blended rate of $250 and 120 hours of work

annually by investigators or outside legal counsel. Anticipating 120 hours of work annually is consistent with utilizing independent legal counsel for investigation and complaint matters and is not sufficient for providing general counsel to a City agency on the types of issues that are common to other City agencies.

The Independent Monitor has also expressed a concern regarding the City Attorney's Office having a conflict of interest in advising the OIM due to our office's other roles in representing the City. While I respect the Monitor's opinion and concern, I believe some clarification is required to address this issue. First, as noted above, the OIM may retain outside counsel to assist with investigation and complaints which minimizes any potential conflict due to the City Attorney being involved in those matters.

In addition, concerns about potential conflicts overlook some significant aspects of our Office's representation of the City. The Independent Monitor has pointed to our role in defending the City and implied that responsibility would somehow compromise or improperly color the advice we would provide to the OIM. It is important to understand that the City Attorney represents the entire City as an organizational client. We do not represent any individual officer or employee of the City.

If an employee of any agency is accused of misconduct resulting in an internal investigation, we do not represent that employee. That applies to employees of Metro, the Fire Department or any other agency the same as it applies to police officers. Our attorneys represent those agencies as well as Human Resources or the Department of Civil Rights which might be involved in an investigation or processing a complaint. In addition, if the Police Chief brings disciplinary charges against an officer, or an officer appeals disciplinary action to the PFC, our Office represents the Police Chief in advocating for or defending the disciplinary decision, not the officer. If an officer is sued for their actions on the job, they are represented by an outside attorney who is different than the outside counsel that represents the City. In this way both the City and the officer each have their own attorney representing their legal interests which may or may not align, and the City Attorney is not litigating on behalf of either.

This scenario demonstrates my final point regarding how our Office handles conflict of interest issues. As licensed attorneys we have an obligation to comply with our Supreme Court Rules of Professional Conduct and to alert our client or related parties to a conflict of interest and allow them to determine whether to waive any such conflict and allow our Office to provide representation in a matter. Each of our attorneys takes this responsibility seriously and none of our attorneys have an incentive to or are inclined to risk their law license by violating our professional ethics rules.

Occasionally conflicts do arise related to our representation and we are responsible for ensuring that we address and resolve them in the normal course of our duties. If a conflict arises, we take steps to resolve the conflict by either

"walling off" two attorneys in our office who may be involved in different aspects of a matter, or by retaining outside counsel. This approach, along with the OIM relying on outside counsel to assist with investigations and complaint processing, should alleviate any concerns of the OIM or the Board related to the City Attorney's Office providing general legal counsel as we have done successfully for the past five and one-half years.

3. Reporting Requirements for the OIM and PCOB:

   The remaining language in Alder Govindarajan's main motion specifies information to be provided to the Common Council in quarterly reports from the OIM and in annual reports from the PCOB. These involve standard requests within the Council's jurisdiction and are similar to the process the Council uses for regular quarterly reports from the Police Chief. The Police Chief also typically attends meetings of the Common Council to summarize the quarterly reports and answer questions from the Council, and occasionally the Council requests new information to be summarized in subsequent reports. The ordinance language also clarifies that the Council will consider the reports at meetings and it may accept reports or seek additional information.

Govindarajan Amendment 1

The document labeled "Govindarajan Amendment 1" seeks to clarify existing language regarding the OIM's access to records of MPD. It addresses the terms "unfettered access to all MPD records," and "to the extent permitted by law" which appear in MGO 5.19(7)(i).

First, the ordinance proposes deleting "computer databases" from the list of MPD records which the OIM has a right to access. MPD has been providing records and data contained in its computer databases to the OIM but the databases themselves are secure and MPD cannot provide the OIM with the ability to search within the databases and risk information being altered or compromised. Again, this is a matter of the City securing sensitive and confidential law enforcement and personnel information.

Second, the proposed amendment directs the OIM, MPD and the City Attorney's Office to collaborate in executing a memorandum of understanding to specify records that the OIM may access, redactions that may be required, and records that may not be shared, at least during a pending MPD investigation. This reflects current practice as our Office worked with the previous Independent Monitor and the Police Department to reach a detailed agreement related to sharing records.

I will note that the OIM's access to MPD records was a topic of discussion when the Council originally created the OIM and PCOB. In a memo dated August 21, 2020, I advised the Common Council that the phrase "unfettered access" may lead to issues of interpretation and questions about the application of requirements under the Public Records Law. I also noted that MPD uses several databases of federal and state law enforcement agencies that may not be shared outside of law enforcement personnel. The Council decided to modify the OIM's unfettered access to MPD's records with the

phrase “to the extent provided by law.” It chose not to fully sort out the meaning of unfettered access to the extent provided by law, with the expectation that such access would be sorted out with additional experience and cooperation between the OIM and MPD.

Govindarajan Amendment 2

Govindarajan Amendment 2 proposes two changes to the main motion’s language related to the OIM’s compliance with City policies and procedures. First, the amendment proposes adding management of staff to the examples of City policies that the OIM must follow, in addition to following City hiring practices. Second, Amendment 2 proposes adding the following language to MGO 5.19(6)(c):

> The Common Council retains the authority to enforce City policies and procedures regarding operations of the OIM and the actions of the Independent Monitor consistent with City ordinances, rules and procedures.

This provision is intended to address the unique nature of the OIM and supervision of the Independent Monitor by a volunteer Board, which is also an issue I highlighted for the Common Council during its consideration of the original OIM and PCOB ordinances. As a creation of the Common Council, the OIM and PCOB are ultimately subject to the Council’s supervision and direction. The language is intended to allow the Council to intervene and take corrective action in the event that the OIM does not comply with City policies or procedures and the PCOB does not take sufficient action. The proposed language does not affect the provision in MGO 5.19(6)(b) prohibiting City officials and employees from attempting to interfere with the OIM’s work, conclusions or recommendations resulting from its investigations, processing of complaints or analysis of MPD policies and data.

I understand that this information is a lot to digest, particularly when it is offered on the same day as the PCOB meeting that the ordinance proposals will be considered. I will attend the meeting this evening to assist in talking through this memorandum and the proposed ordinance changes and to answer questions. Board members and alders also may feel free to contact me with any questions.

Legislative Memo for the Ordinance Revisions of the OIM and PCOB

Alders and Members of the PCOB,

I've prepared this document to detail the intent behind the proposed ordinance revisions of MGO 5.19 and 5.20, having to do with the Office of the Independent Monitor (OIM) and the Police Civilian Oversight Board (PCOB) respectively. [View Legistar File 92386]

Overview

This proposal introduces revisions to Madison General Ordinances 5.19 and 5.20, which govern the Office of the Independent Monitor (OIM) and the Police Civilian Oversight Board (PCOB) respectively.

The intent of these changes is to:

- Improve transparency and communication between the OIM, PCOB and the Common Council
- Provide clearer expectations for reporting and oversight
- Clarify the operational structure of the OIM within City government
- Ensure the long-term effectiveness and sustainability of Madison's independent police oversight model

These revisions have been in mind for me since mid-2025, but were only developed following the release of the OIM's 2025-2026 Annual Report. I spoke with the Interim Monitor in early January of 2026 to discuss some of these proposals and agreed to wait until her annual report was public before I finalized and introduced them – something I'm glad I did because the annual report was informative in properly addressing the structural issues that I believe are present.

Importantly, these changes are intended to strengthen transparency and communication **without** expanding the authority of the Common Council over the OIM or PCOB.

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Summary of Key Changes

1. **Quarterly Reporting Requirements for OIM – MGO 5.19(8)**

This change requires the OIM to submit quarterly reports to the Mayor and Common Council *for consideration*, meaning it would have to appear on our agenda for potential questions and discussion. This is in addition to the existing annual report.

Intent:

- Provide regular, concise updates on OIM operations and performance
- Allow Council and the public to better understand:
    - Case volume and backlog
    - Timelines for investigations
    - Outcomes and recommendations
- Ensure that oversight is ongoing, rather than limited to a single annual report

Important Clarifications:

- I did not want to place undue burden on an already understaffed office, so these quarterly reports are intended to be concise and focused
- This change does not alter the structure or independence of the OIM, nor does it direct its work

2. **Clarifications of OIM Administrative Structure and Legal Compliance – MGO 5.19(6)(c)**

This change clarifies that while the OIM is independent in its mission, it operates within the City's administrative framework all non-mission related matters, such as hiring staff (excluding the Independent Monitor), contracting, budgeting, technology usage, etc. It also clarifies that the OIM must comply with federal and state law, city ordinances, and city Administrative Procedure Memorandas (APMs).

Intent:

- Establish a clear and consistent understanding of how the OIM functions as a City agency
- Ensure alignment with existing City processes and legal requirements
- Prevent confusion around administrative authority and responsibilities

Context:

- This clarification responds to past operational challenges, including delays in open records responses, and questions regarding compliance with City policies (e.g., technology usage, including generative AI policies)

Important Clarifications:

- This change does not impact the OIM's independence in investigations, findings, or recommendations. It is limited to administrative and operational matters.

3. **Clarification on Use of Independent Legal Counsel – MGO 5.19(6)(d)**

This change clarifies that the OIM may retain independent legal counsel **for matters directly related to its oversight mission**. The Office of the City Attorney remains responsible for general legal matters, administrative compliance, employment and open records issues, etc.

Intent:

- Addresses concerns raised in the OIM Annual Report regarding potential conflicts with the City Attorney
- Clearly define when independent legal counsel is appropriate
- Maintain consistency in how City agencies handle general legal matters
- Maintains fiscal responsibility

Important Clarifications:

- This does **not expand or restrict existing authority**, but clarifies its application. It ensures both independence where necessary, and consistency with City legal processes where appropriate.

4. **Annual Reporting Requirement for the PCOB – MGO 5.20(9)(f)**

This change clarifies existing requirements for the PCOB to submit an annual report to the Mayor and Common Council *for consideration*, meaning it would have to appear on our agenda for potential questions and discussion. While this requirement has existed since the creation of the Board, it has not yet been fulfilled.

Intent:

- Provide visibility into the work of the Board as a governing body
- Ensure Council and the public understand:
    - Board activities and priorities
    - Community engagement efforts and outcomes
    - Policy recommendations
- Improve transparency for a body that plays a central role in oversight but has not consistently provided formal reporting to the Common Council

Important Clarifications:

- The report is intended to be a concise summary, recognizing that Board members are community volunteers.
- This is not intended to create an administrative burden or require technical reporting

What This Proposal Does Not Do

To be clear, this proposal does **not:**

- Change the authority of the OIM or PCOB in conducting investigations
- Allow the Common Council to direct or interfere with oversight activities
- Modify the hiring process for the Independent Monitor
- Implement policy changes related to:
    - Body-worn cameras
    - OIM staffing levels or budget
    - Broader structural reforms

Those issues remain important and I hope that the Council addresses them in due time, likely closer to Budget Deliberations.

Conclusion

Madison's independent police oversight system is unique in Wisconsin and has the potential to serve as a strong model for accountability and community trust. I genuinely believe in the OIM and PCOB's potential to be a great service for our city, but I believe there are structural issues that must also be addressed.

These revisions are intended to:

- Strengthen transparency
- Improve communication with elected officials and the public
- Clarify administrative structure
- Support the long-term success of the OIM and PCOB

This proposal focuses on **practical, achievable improvements** that can be implemented in the near term, while allowing broader policy discussions to continue. I suspect there will be long discussions about the OIM and PCOB's viability as we get closer to the budget, however, I also believe that adopting **these recommendations will strengthen the trust that the Common Council has in the OIM and PCOB, and will only aid in them continuing their mission more effectively and sustainably**.

Respectfully,
Alder MGR Govindarajan
district8@cityofmadison.com

92386 Alder Mayer Amendment

DRAFTER'S ANALYSIS: This ordinance adds an alder to the membership of the Police Civilian Oversight Board who would be appointed by the Common Council President for a one-year term.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subparagraph c. of Paragraph 1. entitled "Appointment" of Subdivision (b) entitled "Appointment and Residency of Members" of Subsection (3) entitled "Board Composition" of Section 5.20 entitled "Police Civilian Oversight Board" of the Madison General Ordinances is amended as follows:

"c. One (1) Member and one (1) alternate Member shall be appointed and confirmed by the Common Council. The regular member shall be an alder appointed by the Common Council for a term of one-year to expire on the third Tuesday in April."

2. Paragraph 1. entitled "Terms" of Subdivision (c) entitled "Terms and Vacancies" of Subsection (3) entitled "Board Composition" of Section 5.20 entitled "Police Civilian Oversight Board" of the Madison General Ordinances is amended as follows:

"(c) Terms. ~~Members~~ Except for the term of the alder, members shall have staggered four-year terms, except that when the Board is initially created and filled, five (5) members shall be appointed for four-year terms, three (3) Members shall be appointed for three-year terms, and five (5) Members, including the two (2) alternate Members, shall be appointed for two-year terms."

92386 Govindarajan Amendment 1

DRAFTER'S ANALYSIS: This amendment clarifies the extent to which records of the Police Department may be shared with the Office of the Independent Police Monitor. It requires the Independent Monitor, Police Department and City Attorney to execute a memorandum of understanding regarding access to specific types of records, which is the current practice. The ordinance also removes computer databases from the type of records that may be shared with the Office of the Independent Monitor to ensure security and confidentiality of such databases.

****

1. Subdivision (i) entitled "Access MPD Records" of Section (7) entitled "Powers and Duties of the OIM and Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

(i) Access MPD Records. The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, ~~computer databases,~~ and other information necessary to fulfill the duties of the OIM. The OIM, Police Department and City Attorney shall execute a written memorandum of understanding to define the degree of access to specific MPD records consistent with applicable state and federal law and MPD policies and procedures as necessary to protect the confidentiality of records when required by law."

2. Subdivision (d) of Subsection (10) entitled "Relationship of Monitor and MPD" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(d) As provided in sub. (7)(i). above, to the extent permitted by law, the Monitor shall have unfettered access to MPD records, policies, Standard Operating Procedures, data~~, computer databases~~ and other information necessary to fulfill the duties of the OIM, and the MPD and Chief of Police shall ensure the Monitor's requests for such documents are fulfilled as soon as possible."

92386 Govindarajan Amendment 2

DRAFTER'S ANALYSIS: This amendment provides that the Common Council may enforce requirements that the Office of the Independent Monitor follow City policies and procedures that govern all City agencies." We can list him as lead sponsor and need to insert the same referral dates.

****

1. Subsection (6) entitled "Independence of the Monitor" of Section 5.19 entitled "Office of the Independent Police Monitor" of the Madison General Ordinances is amended as follows:

"(6) Independence of the Monitor.

(a) Independent from MPD. The OIM shall in all respects remain sufficiently independent from the MPD in order to prevent the OIM and the MPD from becoming so closely aligned that the OIM cannot effectively fulfill its duties. For example, at a minimum, the OIM shall not be physically located in the same office as MPD management, officers, or other personnel.

(b) Independent from City Staff and Officials. No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance.

(c) Administrative Structural and Legal Compliance. While the OIM shall maintain independence in carrying out its duties, including investigations, findings, and recommendations, the OIM shall operate within the administrative structure of the City of Madison for purposes including, but not limited to, hiring and management of staff other than the Independent Monitor, contracting, budgeting, use of technology, and procurement. Nothing in this subsection shall be construed to alter the recruitment, appointment or confirmation process for the Independent Monitor as set forth in this section. The OIM shall comply with all applicable federal and state laws, city ordinances, and Administrative Procedure Memoranda (APMs). The Common Council retains the authority to enforce City policies and procedures regarding operations of the OIM and the actions of the Independent Monitor consistent with City ordinances, rules and procedures.

(d) Legal Counsel. The Monitor may retain independent legal counsel to assist the OIM with investigations, oversight activities, and representation related to police oversight cases within the OIM's jurisdiction pursuant to sub (7)(l). The Monitor may also assign outside counsel to complainants as provided in sub. (7)(b)(4). For all other legal matters involving the operations of the OIM as a City agency, including but not limited to compliance with public records laws, open meetings laws, employment matters, and general administrative functions, the OIM shall utilize the Office of the City Attorney."

From: Erika Bach
To: Police Civilian Oversight Board; All Alders
Subject: Request to Reject OIPM & PCOB Ordinance Amendments
Date: Wednesday, April 1, 2026 5:52:41 PM

Some people who received this message don't often get email from erikambach@gmail.com. Learn why this is important

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Hello members of the PCOB Executive Committee and Madison Alderpeople,

I write in advance of the PCOB Executive Committee meeting on Wednesday, April 1, 2026 and as a follow up from the last meeting of 3/25/26. I request that Madison city alders withdraw their sponsored proposed amendments that have the result of infantilizing the OIPM/PCOB and to acknowledge the dedicated and consistent work the office and board have well underway. As many of you know, the PCOB now has many accomplishments to share and is a body of largely community volunteers, thus making it critical for the City to rise to the national standard and fund an equitable percentage of the annual operating budget to secure records access, technology, claimant's legal counsel or fees and to provide full staffing salaries and stipends for the OIMP/PCOB at livable wage rates.

Please reject all current amendments to the OIPM/PCOB ordinance(s), and any future amendments that erode the independence of said entities, as defined by the current ordinance. To postpone report writing requirements until the office is appropriately funded according to the national standard is a reasonable request for accommodation and will enhance the work product both quantitatively and qualitatively.

Reminiscent of the 9/1/2020 attempts to remove independence from the original ordinance, the most recent rush of amendments would negate the independence of the OIPM/PCOB. Madison has done the difficult work of forging opportunities to be a leader in police civilian oversight, just as each member of the PCOB has proven yourselves/themsleves to be. Rather than becoming a cautionary tale of NACOL's cases of resistance to independent oversight, we rally behind their staff and board to continue this charge with confidence and fidelity.

In keeping with the impassioned sentiments from recent meetings and out of respect for the concomitant effort that the OIPM/PCOB have put forth thus far, I respectfully ask the executive committee and all common council members to reject all amendments to the ordinance.

It is with deep gratitude for your service and the ways you endeavor for elected officials to be fully accountable, to make governance and policing transparent, and to keep local communities as safe as possible with the independence necessary to thrive. Rejecting these ordinance amendments will serve to do exactly that.

Thank you for considering this request and for all you do!

--

Best,
Erika

Erika Bach
erikambach@gmail.com
612.735.3404

From: Lizzie
To: All Alders
Subject: Oppose 5.19 and 5.20
Date: Friday, April 17, 2026 6:54:51 AM

Some people who received this message don't often get email from elizabet.bruno@gmail.com. Learn why this is important

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Dear Members of the Madison Common Council,
Thank you for your service and the time you take to listen to your constituents!
I am writing to oppose Ordinances 5.19 and 5.20 which are set for the agenda of next tuesdays meeting.

Madison took a bold and critical step by forming the Office of the independent police monitor and the civilian oversight board. These institutions provide a critical role in protecting the civil liberties and safety of our population and their ability to function independently is essential to the role.

Accountability for the police department is absolutely critical. Police are human beings who have emotions and past experiences that effect the current moment - they real people who have good and bad days, can be loving and hateful or careless and they are people who live in a society filled with prejudice. Mistakes are inevitable, acting from prejudice is real, and there are times civilians need protection from the very institution said to protect them.

These independent monitoring systems, OIPM and PCOB, are in place to protect human life. Their work is critical in revealing hard truths that must be faced. The work of the OIPM and PCOB is powerful in its independence from the city. Access to information from police records is critical for uncovering truths. Independence from the City Attorney is also important because the mission of the city attorney greatly differs from these boards.

Taking away independence and access of these boards is a form of avoiding the real issues.
Avoidance is a very smart response of the body, but our responsibility as civil adults is to face truths.
We need to find answers to complex problems that hold multiple truths, not limit freedoms.

Please vote no on Ordinance 5.19 and 5.20

thank you for your time,
Elizabeth Bruno

4209 Maher Ave
Madison WI
53716

--
"The totally awakened warrior can freely utilize all elements contained in heaven and earth. The true warrior learns how to correctly perceive the activity of the universe and how to transform martial techniques into vehicles of purity, goodness, and beauty. A warrior's mind and body must be permeated with enlightened wisdom and deep calm."

Morihei Ueshiba (Translated by John Stevens)

From:	Nicholas Davies
To:	All Alders
Cc:	Martinez-Rutherford, Dina Nina
Subject:	OIM needs resources, not just addl responsibilities (92386)
Date:	Sunday, April 19, 2026 9:14:18 PM

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Dear alders,

Recently Bill Lueders uncovered via records request that MPD closed over a hundred internal investigations in just Q1 of 2026, and only two of them led to disciplinary action.

The list included:
25 investigations regarding police vehicles
14 regarding use of force
11 regarding legal authority
3 about weaponry
1 domestic abuse
1 sexual assault

Over a hundred cases, and all but 2 were dismissed? This is what non-independent accountability looks like.

Compared to the OIM, how many FTE staff did it take MPD to conduct and close over a hundred "investigations" per quarter?
How many other ancillary/admin roles contributed to their ability to do that, while at the same time being part of a compliant, fully-functioning city department?

While the goal of the changes to the Office of the Independent Monitor and Police Civilian Oversight Board may be well-intentioned, they will only further strain the scant resources provided to the OIM by...you all yourselves. You all put the OIM in an untenable situation, and now you're trying to blame them for it.

The OIM is a 2.6 FTE city department, and yet one of the "inconsistencies" identified was that the Data Analyst doesn't always clock out after working 0.6 FTE. This is just one example of how enforcing consistency between this tiny department vs. other departments with much greater resources would leave the OIM further under-resourced.

On their own, the proposed changes would have the OIM's 2.6 FTEs spending more of their time publishing reports more frequently, maintaining their website, and navigating MPD's arbitrary hurdles to get access to data, and less time doing their important work.

Therefore, if you're going to do this, then offset this burden. Finally bring the Data Analyst position up to 1 FTE, to account for all the additional work it's going to take, to connect to MPD systems the right way: securely yet independently. Make sure they have the administrative and IT support they need. Otherwise you're making the situation only more untenable.

Regarding the other proposed changes:

* I actually support having the city attorney handle administrative litigation so that the IM doesn't have to. It's not clear to me whether that'll actually be new, vs. what is already happening today.

* I do not support adding an alder to the PCOB. That will add a politicized seat to it, weakening its autonomy, and the attempt to do so seems like opportunism.

Thank you,

Nick Davies
3717 Richard St

From: Lucy Gibson
To: All Alders
Subject: Asking you to oppose amendments to Ordinance 5.19 and Ordinance 5.20
Date: Saturday, April 18, 2026 4:23:47 PM

Some people who received this message don't often get email from lucyoflakeedge@gmail.com. Learn why this is important

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My name is Lucy Gibson and I live on the east side of Madison on Angel Crest Way. Sean O'Brien is my alder, but I'm making this appeal to all alders in Madison.
The Police Civilian Oversight Board and the Office of the Independent Police Monitor are important Madison agencies that can and should protect the rights of all citizens and help to ensure that Madison police are upstanding and accountable to all citizens. Madison ordinances 5.19 and 5.20 are meant to provide increased independence, transparency and accountability to investigations into officer conduct and community safety.
The PCOB and the OICM are meant to be independent of the influence of City politics and politicians. Placing an Alder on the PCOB, as provided in the proposed amendments, would directly damage that independence.
Further, requiring the OIPM to use the City attorney rather than an independent attorney, as proposed in the amendments, would create a conflict of interest, since the OIPM's purpose is to examine and critique the actions of City personnel.
The proposed change to the ordinances gives the Mayor the right to create policies with regard to the OIPM and PCOB which would be equal in weight to city ordinances. That would allow the Mayor to interfere with the independence of the OIPM and PCOB without any input from our elected Council, violating the idea of the original ordinances.
Because the PCOB and OIPM are supposed to investigate complaints against MPD, restricting their access to police records would hamstring their ability to do what they're supposed to do. But the proposed amendments include doing that. Where there's a concern about confidentiality, it would make sense to have an amendment state that release of information to the OIPM and PCOB will be handled in accordance with all State and Federally mandated confidentiality laws. But allowing arbitrary restriction of release of police records to the two agencies allows for the possibility of corruption and secrecy about police actions, obstructing the ability of the agencies to do the investigation they are supposed to do.
I was relieved, some years ago, that the PCOB and OIPM were established, because I thought they would improve our police force. I hope they will not be restricted in ways that damage their ability to do that. I ask that you not allow these amendments, so that the PCOB and OIPM can operate independently and thoroughly, protecting our citizenry and the integrity of our police department.
Thank you,
Lucy Gibson
1610 Angel Crest Way

Madison
608-332-3466

From: jhirsch@chorus.net
To: All Alders
Subject: 92386 - Support Amendments
Date: Sunday, April 19, 2026 2:22:46 PM

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Alders:

Item #55, Legistar 92386 - Amendments for OIM & PCOB

I ask you to **SUPPORT** the amendments.

For too long, these groups have disregarded the common practices and procedures that we all expect of our City staff, boards, committees and commissions. The reporting expectations are clearly outlined. They will provide the OIM and PCOB with significant opportunities to update everyone about their activities, performance and progress.

I applaud the work of Alders Vidaver and Govindarajan in their decision to make the OIM and PCOB more accountable to the residents of Madison. And, to Alder Mayer for proposing an additional avenue for communication with the Common Council.

Thank you for your work on this issue. Please vote "Yes".

Janet Hirsch
District 9

From: Eric Howland
To: All Alders
Subject: Regarding April 21, 2026 amendments to Madison General Ordinances 5.19 and 5.20
Date: Monday, April 20, 2026 11:24:28 AM

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To Madison Common Council

I am writing to support the Office of the Independent Police Monitor (OIPM) and the Police Community Oversight Board (PCOB). Specifically, I am asking you to vote against all amendments to Madison General Ordinances 5.19 and 5.20.

Police are given extensive life changing power in our society. It is critical that our legal system is operating in the way that, as a society, we intend it to operate. This requires oversight. The OIPM and PCOB are essential in providing a window into Madison's policing using an independent community lens. A lens which includes full participation by impacted community members. This is a perspective that is not often heard in policy discussions. This missing perspective makes it more difficult to address tough legal issues, including the extreme racial disparities in our legal system.

The OIPM and PCOB alone will not ensure our legal system operates the way we want, but these entities provide key information that will ground the kind of multi-dimensional solutions needed to address complex and interconnected social issues.

The current amendments are part of a long series of attempts to defund and/or weaken the OIPM and PCOB. However, the recent annual report demonstrates the utility of the OIPM and PCOB. It contains important information that Madison and the Common Council needs. Do not weaken the independence of the PCOB and OIPM.

Let these important organizations continue to find their feet and continue to develop as the asset they were designed to be. I ask that you do not let a set of last minute amendment weaken this voice.

For these reasons, I ask that you vote down the proposed amendments to Office of the Independent Monitor and Police Community Oversight Board.

Eric Howland
Resident of District 13
Madison WI 53711

From: Maryanne Huttleston
To: All Alders
Subject: Amendments to legislation 9286 item 55
Date: Sunday, April 19, 2026 5:06:42 PM

[Some people who received this message don't often get email from maryannehuttleston@gmail.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

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To All Alders

Re: item 55

Please support the amendment to add increased accountability and oversight of OIC and PCOB.

Maryanne Huttleston
7 Honeylocust trail

Sent from my iPhone

From: Sunshine Jones
To: All Alders
Subject: Vote No on all amendments to the OIPM ordinance 5.19 and PCOB ordinance 5.20
Date: Tuesday, April 14, 2026 3:59:34 PM

Some people who received this message don't often get email from sunshinedjones@gmail.com. Learn why this is important

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Sunshine Jones
4333 Crawford Drive
Madison, Wisconsin
53711

To : Yannette Figueroa Cole

I am writing to ask you to protect the independence of civilian oversight of MPD.

I request that you vote against all amendments to proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20. Rather than threatening the independence of the office, I ask that you seek to meet national recommendations for funding independent oversight and fully fund and staff the office and board next year.

I feel concerned that the main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

Thank you for your consideration.

Sunshine Jones

From: Joseph Keyes
To: All Alders
Subject: Please Vote in Favor of Common Council Agenda Item #55 - Reporting Requirements for the OIM and PCOB
Date: Sunday, April 19, 2026 8:09:46 PM

Some people who received this message don't often get email from jkeyes1a1@gmail.com. Learn why this is important

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Dear Alders,

I am asking you to vote in favor of Common Council agenda item #55, file 92386 to amend Madison ordinances and add public reporting requirements for the Office of Independent Monitor and Police Civilian Oversight Board. As noted in the April 18, 2026 WI State Journal article (linked here: Madison watchdog stored police data on personal device) there needs to be checks and balances in place to ensure state laws are not broken and that there is integrity in the Madison IT systems and data. These are simple, common-sense ordinance changes which are overdue. Again, please vote in favor of ordinance changes.

Respectfully submitted,

Joseph Keyes
District 11

From: Aaron Konkol
To: All Alders
Cc: Police Civilian Oversight Board
Subject: Request to reject all amendments to the OIPM/PCOB ordinance
Date: Wednesday, March 25, 2026 8:40:28 PM

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Dear alders & PCOB,

Please reject all current amendments to the OIPM/PCOB ordinance, and any future amendments that take away their independence, as defined by the current ordinance, and to postpone the report writing requirements until the office is appropriately funded according to the national standard.

These attacks waste life and tax dollars.

Again, please reject all amendments to the ordinance.
Thank you,

Aaron J. Konkol
2303 Hollister Ave
Madison, WI 53726

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From: Aaron Konkol
To: All Alders
Subject: PROTECT THE INDEPENDENCE OF THE OIPM & THE PCOB
Date: Monday, April 13, 2026 7:53:25 PM

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Dear Alder Mayer,

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

OIPM ordinance 5.19
https://library.municode.com/.../codes/code_of_ordinances...

PCOB ordinance 5.20 https://library.municode.com/.../codes/code_of_ordinances...

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance

amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an

independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

Aaron J. Konkol
1334 Jenifer St, Apt 2
Madison, WI 53703

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From: Carol Eunmi Lee
To: All Alders; ellenfordistrict8@gmail.com; noah@noahforcouncil.com
Cc: Glass, Aeiramique
Subject: Madison Police Oversight
Date: Monday, April 20, 2026 1:59:06 AM

Some people who received this message don't often get email from carollee@wisc.edu. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Madison Alders,

I would first like to thank you for your productive and effective service. Your concerted efforts make this city a wonderful place to live. I have lived in Madison for 26 years and have really enjoyed the collegial community at my workplace and neighborhood. I have interacted with thousands of collegues in many different communities within Madison and am truly impressed with the vibrant and rich experiences that this city offers.

One of the great contributions to our community is the safety and accountability offered by the efforts of some exemplary members of our community. Unfortunately, shortly after my arrival here, many of my close colleagues departed from the University of Wisconsin, in part because of their encounters with Madison police. One distinguished faculty member that left for Harvard University complained about being repeatedly stopped by Madison police. He and several of my other colleagues have complained about "driving while Black," and their unfortunate encounters with Madison police.

More alarmingly, prior to the creation of our police oversight agency (PCOB/OIM), police shootings of unarmed civilians were once a common occurrence in Madison. Each year, there were needless shootings of multiple civilians, including Paulie Heenan (2012), Charles Carll (2013), Brent Brozek (2013), Ashley DiPiazza (2014), Tony Robinson (2015), and Michael Schumacher (2016). These and many additional shootings have been a traumatic and unfortunate part of Madison history. Paulie was a beloved member of the near East side community who was shot by police when he took a step forward while unarmed.

***Note that these shootings have now stopped, with the efforts of many members of our community and with the creation of the PCOB/OIM. In general, interactions between Madison police and the community have greatly improved. We should not take the current calm and lack of shootings for granted, given the recent history of Madison and the once frequent shootings. In this context, current proposals that would dilute the power and independence of the PCOB/OIM provide serious cause for concern.

I have noticed that my colleague Dr. Gregory Gelembiuk has been receiving negative press and his work has been critiqued. As a scientific colleague of Dr. Gelembiuk, I can state with utmost confidence that he is a first rate scientist who has generated research results of the highest quality. Dr. Gelembiuk has published excellent studies in the fields of ecology, evolution, virology, and cancer biology in top scientific journals, such as *Nature Communications*, *Journal of Virology*, *Nucleic Acids Research*, and *Molecular Ecology*. Dr. Gelembiuk has studied statistics from the top statisticians at the University of Wisconsin, and his statistical and computational analyses are impeccable. His approach is highly rigorous, applying the best principles when analyzing a data set. Greg is known to say what people do

not want to hear, but he has proven to be correct most of the time.

We should avoid going backwards, to the recent past when police shootings of multiple unarmed civilian shootings per year was the normal occurrence.

Feel free to reach out to me if you have any questions.

Professor Carol Lee

Carol Eunmi LEE, Ph.D.
Professor

Department of Biology
430 Lincoln Drive, Birge Hall
University of Wisconsin
Madison, WI 53706
carollee@wisc.edu

http://carollee.labs.wisc.edu

From: Erin Lemley
To: All Alders
Subject: Please OPPOSE Amendments to the Police Civilian Oversight Board
Date: Saturday, April 18, 2026 2:43:26 PM

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Dear Alder Matthews,

I want to thank you for your past support of the Police Civilian Oversight Board, and I want to encourage other Alders to extend their support to that board as well by OPPOSING amendments to the OIPM and PCOB. The city of Madison has worked hard to start an independent board, and there is more work to be done to make sure that it is funded to the national standard for such boards. Improving our PCOB certainly will not happen if its work is hamstrung by the proposed amendments.

I am frankly infuriated that after all the work that was done to make sure that the board could be independent of city politics, we are considering requiring use of the City Attorney, who has a real incentive to protect the city (including Police Officers). The Police and Fire Commission uses an independent attorney and so should the OIPM. Placing an alder on the PCOB also moves this board into city politics territory, which is inappropriate for a board meant to review police activity. The same can be said for requiring that the board follow not just city ordinances but also policies, which are not laws that are voted on but written by a single person and as such can be used to undermine the power of the board without the input of citizens--citizens who have already come out in force to establish and protect the board multiple times.

And how on earth do we expect this board to do its job if we restrict access to MPD data and records? It cannot perform independent investigations if it doesn't have access to all records.

I have been heartened with how the board has improved since the hiring of the new Internal Monitor, and I support the amazing and thorough work of of the Data Analyst. Making sure that my taxes are funding the board to the national standard so that it can perform its work effectively is important to me.

Please vote no to amendments to 5.19 and 5.20 and consider how you can support the OIPM and PCOB instead.

Sincerely,
Erin Lemley
1703 Rowland Ave #1
Madison, WI 53718

From: Beverly Lewis
To: All Alders
Subject: Vote No on 55, Amendments to PCOB & OIM
Date: Sunday, April 19, 2026 8:21:19 PM

Some people who received this message don't often get email from blewis7787@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear City Alders,

I am writing to ask you to **vote no** on Alder Mayer Amendment and Govindarajan Amendments 1 & 2. I am opposed to them for the following reasons:

1. I am in favor of independent community monitoring and review of city policing to "ensure that MPD is accountable and responsive to the needs and concerns of all segments of the Madison Community."
2. I believe these amendments will hamper the PCOB and the OIM from effectively doing their job.

Specifically I am opposed to the following:

1. Restricting the unfettered access the PCOB and OIM have to MPD databases. (Giving people with interests of protecting individual officers and the city from liability control over what information the PCOB may access will prevent them from fairly investigating complaints or doing the statistical analysis of police practices that may reveal very real problems such as those outlined in the 2025-2026 report from the OIM.)

2. Adding an alder appointed by the City council to the PCOB. (Having a member of the PCOB that is subject to political pressures will compromise their independence.)

3. Restricting OIM/PCOB's right to use an independent attorney and requiring the use of the City Attorney. (The City Attorney has duties to protect the city from liability which is a conflict with revealing areas where the city can improve policing practices.)

4. Requiring OIM/PCOB to comply with all city administration policies. (Some of these policies would undermine its function and independence.)

5. Adding additional administrative burdens to the OIM without a compensatory increase in budget. (I'm sure that you are aware that the PCOB is a volunteer committee and the budget for its staff and activities is already severely lacking.)

Thank you for your time and attention to this and other city matters,

Beverly Lewis

Madison Resident

From: Phrannie Lyons
To: All Alders
Subject: Thoughts on Ordinances 5.19 and 5.20
Date: Monday, April 13, 2026 7:35:40 PM

Some people who received this message don't often get email from phranne@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alderpersons of my Community,

Before reading the **proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all**, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

THE AMENDMENTS:

The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,
Frannie Lyons

5818 Chester Circle

Fitchburg, WI 53719

From: KRISTIN MATHEWS
To: All Alders
Subject: Office of the Independent Monitor and Police Civilian Oversight Board Vote on Tuesday
Date: Sunday, April 19, 2026 12:07:19 PM

Some people who received this message don't often get email from imkrzy4mm@att.net. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good morning,
I am writing to you today to ask you to please respect the position of the Police Civilian Oversight Board and to vote down all proposed amendments to our independent police oversight ordinances. Any concerns should be brought, with concrete evidence, directly to the OIPM and PCOB.
The PCOB voted unanimously on March 25th to recommend placing the proposed changes on file with prejudice. The Board had not been consulted before the changes were drafted and they have asked the Council to work collaboratively with them on any changes.
The compliance problems noted as justification no longer exist under the new leadership in the OIM and the alder who proposed the changes will not even be at the council meeting when the vote is taken.
The four changes to the OIM's independence and access rights would move the OIM and PCOB closer to the standard boards-and-commissions model the Council deliberately rejected in 2020.
The PCOB admittedly had a rocky start but is finally making real progress.
I ask you to please read this very thorough investigative article to gain a full understanding of the history of this body.
Madison should be proud to have the Police Civilian Oversight Board and Office of the Independent Monitor. I'm asking you again, vote down the proposed amendments on Tuesday to keep this body intact and independent as intended.

Thank you for your time,
Kristin Mathews
District 18

Madison's Independent Police Oversight Is Three Days From Being Gutted

Madison's Independent Police Oversight Is Three

Days From Being Gutted

Key Points • On April 21, the Common Council will vote on proposed changes to Madison's police oversight ordinan...

From: Morgan Mayer-Jochimsen
To: All Alders
Subject: Independent oversight of police
Date: Friday, April 17, 2026 1:44:06 PM

[Some people who received this message don't often get email from mmayerjochimsen@gmail.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

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Please vote against all amendments to Madison General Ordinances 5.19 and 5.20 and instead of threatening the independence of the police oversight office, begin planning out how to meet the national standard for funding independent oversight and fully fund and staff the office and board next year.

Thank you,
Morgan Mayer-Jochimsen
215 Jackson St 53704

From: Michelle Miller
To: All Alders
Cc: Office of the Independent Police Monitor
Subject: Proposed amendments for OIM/PCOB
Date: Sunday, April 5, 2026 6:15:45 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Alders, OIM, and Chair of PCOB,

I am writing this email as a community member, though I want it to be known that I am also the Common Council appointed alternate member of the PCOB. I am writing you to encourage you to withdraw all proposed amendments to the ordinance the governs the OIM and PCOB. Overall, an ordinance change is an extreme solution to problems that have already been resolved or for problems that can be solved through procedure and policy changes.

A large reason for the sponsored amendment changes appears to be a desire to get more information to the Common Council about the work of the PCOB and OIM formally and more consistently. There are currently four PCOB members appointed by the Mayor's office and the Common Council. I went through an application process and was voted in by Common Council. Instead of adding an Alder to the board or requiring updates through an ordinance, I propose that the Alders and Mayor develop a policy or procedure, in which their appointees from the Board provide communication in whatever way the Alders and Mayor decide within the policy. The proposed amendment changes make me feel like the Alders do not trust their own four appointed board members.

Thanks,

Michelle Miller
District 15

From: Amy Owen
To: Police Civilian Oversight Board; All Alders
Subject: Changes to the PCOB/OIPM
Date: Wednesday, March 25, 2026 5:10:24 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

Please reject all current amendments to the OIPM/PCOB ordinance, and any future amendments that take away their independence, as defined by the current ordinance, and postpone the report writing requirements until the office is appropriately funded according to the national standard.

Thank you,
Amy Owen
Madison resident

From: Amy Owen
To: All Alders
Subject: please oppose amendments to M.19 and M.20
Date: Thursday, April 16, 2026 12:10:58 PM

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Dear Alders,

I am writing to request that you vote against all amendments to the Madison General Ordinances 5.19 and 5.20. Additionally, please initiate planning processes to fulfill the national standards of funding for independent police oversight groups. The staff and committees doing this work deserve full time funding and support.

Thank you,

Amy Owen
3129 Buena Vista St.
Madison, WI 53704

From: Amy Owen
To: Police Civilian Oversight Board; All Alders
Subject: Changes to the PCOB/OIPM
Date: Friday, April 17, 2026 9:57:31 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Madison Alders,
Please reject all current amendments to the OIPM/PCOB ordinance, and any future amendments that take away their independence, as defined by the current ordinance, and to postpone the report writing requirements until the office is appropriately funded according to the national standard.

Thank you,
Amy Owen
Madison resident

From: Jean Papalia
To: All Alders
Subject: Police Citizen Oversight Board
Date: Saturday, April 18, 2026 4:52:31 PM

Some people who received this message don't often get email from jeanpapalia@yahoo.com. Learn why this is important

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Dear Alder,

I am writing to you as a former employee of the City of Madison, serving 26 years in the police department. I am also one of the founding members of the Community Response Team, which formed in 2013, just when I had retired but my thoughts and concerns were still deeply intwined with the near Eastside and I remain passionate about growing the relationship between the community and police.

If you think it's odd retired police would be part of CRT, you a missing one of the goals of CRT from day one--to provide a place for citizens to voice their concerns outside the confines of the police department and most importantly, to provide oversight that can provide accountability for police that directly benefits the safety and welfare of the officers most closely working in the community. The OIM and the diverse board that heads this agency provides all that, and while there are growing pains, work moves forward And sitting near me at meetings for CRT since 2013 has been Dr. Greg Gelembiuk, the current Data Anyalyst for OIM. After knowing Dr. Gelembiuk for more than a dozen years, I am distressed to hear comments about him being out of control, not trustworthy or that his work is of diminished quality. His passion for this work and steady ability to work respectfully with the variety of ideas for the early years of CRT is what kept this grassroots organization moving.

Police oversight is an enormous task, and I believe the OIM is up to this task and I believe in the strong and community-centered leadership at Madison Police. I urge you to consider that community-shifting ideas like the PCOB take time to develop and grow, and respect for the independence and work of this board should be front and center.

Please don't burn it all down as the city moves towards making this oversight a working reality; let's continue to work to provide a transpart way for community and police to handle policy, investigations and oversight. Please consider a cool down or a restorative justice model for bringing all parties together to work towards the continuation of the PCOB and OIM.

Jean Papalia
6308 Hidden Farm Road

Mc Farland, WI 53558

Jean Papalia

From: Becky Peterson
To: All Alders
Subject: Opposition to Proposed Amendments to 5.19 & 5.20
Date: Wednesday, April 15, 2026 4:22:34 PM

Some people who received this message don't often get email from becky.r.peterson@gmail.com. Learn why this is important

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Dear Alders,

My name is Becky Peterson. I am a queer, disabled, autistic Dane County resident, and though I technically live in Sun Prairie (Bristol actually), I will always be a Madisonian at heart. I am one of the many who moved to this beautiful city from small-town Wisconsin for school, and never left.

In recent years, I have become enmeshed in a battle with Madison law enforcement, due to events that arose in Districts 3 and 4 of Madison. This has resulted in me becoming engaged in an Open Records Request battle with the city that started in August 2024 and continues to this day.

If you check my CCAP (Rebecca Renee Peterson, DOB 7.23.1985), it will show that I don't have so much as a traffic violation to my name, but I have gone to court for Writs of Mandamus to produce records twice, representing myself.

When the city records custodian, Jamie Doyle, cites who she goes to for advice on what to release to me, she cites the City Attorney. When I file these civil actions against Madison Police Department to compel records, the City Attorney represents MPD.

So I do not understand how it makes any sense whatsoever to require the OIPM to use the City Attorney for their work with records. The City Attorney would literally be fighting themselves, writing briefs from adjoining offices, and it would not make any sense to expect that they would work as hard for OIPM as they would for MPD.

For the same reason, I urge you to vote against OIPM having anything short of "unfettered access" to MPD records. I have run into requests over two separate incidents that they state they don't have records for. I do not believe this to be true, but at this point, my only recourse to have these records produced is to go back to court or go to the OIPM. Disabling the OIPM from accessing records freely just allows MPD to hide more material that they know would be damning.

I would also take issue with *ever* putting an elected official in the OIPM. I live outside of Sun Prairie, in Bristol. Until last week, I was represented by the one last conservative holdout on the Dane County Board of Supervisors, Jeff Wiegand, so I know that even on a local level, I

cannot count on the politician representing me to have my best interests at heart.

Jeff Wiegand was Luther Olsen's campaign manager during the recall elections, whom I actively canvassed against in Baraboo in 2010, but for the past 10 years that I have lived in this home, he has been my representative on the Dane County Board.

This entire issue arose out of hysteria. The reaction by this city to a hallucinated AI picture has been absurd. This is an office that is truly trying to give us police oversight in this city, and it has been disabled from doing its job by distractions from the true value it has produced. Dr. Greg Gelembiuk has a PhD in data analysis, and for people to equate the use of an AI photo to his entire body of work in that report being fabricated is a joke. It sounds more like this city is still in denial about the racial disparities in policing that happen here, or doesn't like a woman of color saying it like it is: that this city is way behind in police oversight.

There are going to be kinks to work out anytime you create a new agency or the head of an agency changes. Most of the incidents cited in Alder Govindarajan's final draft didn't even occur under Monitor Glass. Why not give her a chance to run with this agency instead of stunting every effort she makes and distracting from the work she's done by vilifying her for a simple mistake?

I urge you strongly to vote against *all* of these amendments, and keep the OIPM operating exactly as 5.19 and 5.20 are written now, the way those who created the office intended them.

Thank you,
Becky Peterson (she/they)
*This letter written entirely by a human being

From: Bonnie Roe
To: All Alders
Subject: #92386 - A Wakeup Call
Date: Saturday, April 18, 2026 7:53:14 AM

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Dear Alders,

Before you vote on Legistar #92386, the proposed amendments to the OIM/PCOB ordinances 5.19 and 5.20, please take the time to read this detailed article by the Wisconsin State Journal.

https://madison.com/news/local/government-politics/article_17017694-6772-49de-afb4-5943e8a59420.html#tracking-source=home-top-story

It documents some real legal and ethical concerns and shows why, if this OIM and PCOB are allowed to continue, more protections must be put in place.

You can choose to either address the issues now or later in this budget cycle. If the amendments fail, I'd guess it's only a short time until the PCOB or OIM gets us involved in another lawsuit.

If you fail to pass these amendments, I think it also signals to the OIM and PCOB that the council is willing to take the risk and allow them to operate outside the protections of our city's laws, ordinances, and APMs. **The power to conduct independent investigations is not synonymous with being outside the law or beyond the parameters of a city agency.** The ordinances passed in 2020 were rushed and left some important decisions left undecided. It's past time to correct that.

I hope every one of you will read every single item in the legistar file, including the letters from the City Attorney, Police Chief, and the original sponsor, and the memo detailing what has already been spent on legal matters under this Board. One ongoing case is still racking up significant charges. We taxpayers are getting tired of bailing the city out and we want more accountability. There are more important ways to spend our money.

This is a wakeup call.

Please vote yes on #92386.

Thank you,

Bonnie Roe
District 11

From: David Rogers
To: All Alders
Subject: ordinance amendments for OIM and PCOB
Date: Thursday, April 16, 2026 7:58:51 AM

You don't often get email from davewrogers1965@gmail.com. Learn why this is important

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Dear Alders,

As policing scholar Tim Lynch wrote regarding police oversight boards and agencies:

"In practice, however, civilian review boards have proven to be an ineffectual check against police misconduct. The boards are commonly created in the aftermath of a police scandal, but after the photo-op announcement regarding the establishment of the new board, where politicians take credit for tackling a difficult problem, the news cycle shifts and public attention is directed to other subjects. That's when the local power brokers in city government rig the boards to fail."

Is this what Madison is about to do? Are we going to follow that path? The PCOB and OIM were created in the aftermath of the killing of Tony Robinson in 2015, and then George Floyd in 2020.

Will our local elected officials stand by what they say their principles are? Or, now that there isn't a bright spotlight, will they vote to subvert and weaken our PCOB and OIM (because, if you're being honest with yourselves, everyone understands that's what the ordinance amendments would do - undercutting independence, eliminating access to databases, etc.)? I sincerely hope most alders will choose to stand by their stated principles.

In the future, prospective voters will remember alder votes on this - and particularly when tragedies occur.

Sincerely,

Dave Rogers

From: Andrew Rohn
To: All Alders
Subject: Keep Police oversight strong!
Date: Friday, April 17, 2026 7:46:11 AM

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Hello,
Im writing to encourage all alders to protect the independence of the police oversight office by voting **against** all amendments to Madison General Ordinances 5.19 and 5.20. We do not need weaker oversight on the police!

Thank you,
Andrew Rohn

Sent from my iPhone

From: Nathan Royko Maurer
To: Police Civilian Oversight Board; All Alders
Subject: Reject Proposed Amendments to OIPM/PCOB Ordinance
Date: Wednesday, March 25, 2026 5:28:12 PM

Some people who received this message don't often get email from nathanmaurer@me.com. Learn why this is important

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608.217.7453

From: Nathan Royko Maurer
To: All Alders
Subject: Regarding Legistar File 92386
Date: Thursday, April 16, 2026 2:55:29 PM

Some people who received this message don't often get email from nathanmaurer@me.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

Help make this make sense. As an oversight body, the Madison Police and Fire Commission uses an independent attorney, Jenna Rousseau, for open meeting law, public records law, general administrative functions, etc. And it does so because of the clear conflict of interest of having the City Attorney's Office both serving it and the Police Department (and Fire Department). Yet the City Attorney is asserting that the OIM and PCOB must use the City Attorney for all such functions, despite the exact same conflict of interest.

Given its law enforcement role, the City Attorney's Office of necessity has a close working relationship with the Police Department. And of course, a close relationship with the Mayor's Office and elected officials. In cities across the nation, this inherently generates a conflict of interest with police oversight boards and agencies. In general, city attorney offices seek to control and disempower their police oversight boards and agencies.

Even in Madison, history shows that the City Attorney's Office treats the Police Department as its primary client and is not a neutral arbiter of law. Can anyone forget the memo from the Madison City Attorney's Office incorrectly telling alders that the Council could not issue specific policy directives to the Chief of Police? https://madison.legistar.com/View.ashx?M=F&ID=5134415&GUID=BEC71473-6452-44E1-A61A-EE698D2A6CD0
That claim from the Madison City Attorney's Office was in conflict with both state statute and case law, and was even in conflict with a City Attorney memo written years before. But the Police Department didn't want alders giving orders, so the City Attorney's Office dutifully misinformed the Council; then had to acknowledge that its memo was incorrect, in the face of a tsunami of legal evidence to the contrary (including a legal opinion from State of Wisconsin Legislative Council, obtained by then-Representative Chris Taylor).

It is also worth pondering why city staff and elected officials have repeatedly violated M.G.O. 5.19(6)(b) in multiple different ways.
"Independent from City Staff and Officials. No City employee or official shall attempt to use their political or administrative position to unduly influence or

undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance."

Proposing and lobbying for these ordinance amendments is arguably yet another violation - they clearly undermine the independence of the Monitor and OIM in the performance of their duties. Moreover, it is claimed that the ordinance amendments merely clarify the original legislative intent of the ordinance, but that is patently false. For example, there was an explicit decision by the Council in 2020 to include an OIM right of access to MPD computer databases, and these ordinance amendments would eliminate that right (contrary to national police oversight best practices).

The arguments for these ordinance amendments are just an avalanche of FUD (Fear, Uncertainty, and Doubt) - a manipulation tactic used to influence perception by disseminating negative, misleading, or exaggerated information. For example, Alder Govindarajan claims "The removal of 'computer databases' reflects legal and technical constraints, as direct system access is not always permissible under state and federal law." This is a red herring. The existing ordinance already limits computer database access to that permissible under state and federal law. Moreover, by police oversight agencies gaining Criminal Justice Information Services (CJIS) Security Policy compliance (which is a common arrangement for police oversight agencies across the nation), everything becomes accessible under federal and state law. Moreover, database access can always be set up to provide read-only access (that can't modify the underlying data). Virtually all the accusations against OIM and arguments for the amendments are vapor - dissolving upon close scrutiny.

The City Attorney has also incorrectly asserted that a civilian oversight agency could never enter into litigation against the city or another city department. That is exactly what other police oversight agencies do, when necessary for their oversight mission. For example:
https://iapps.courts.state.ny.us/nyscef/ViewDocument?docIndex=gnRJzas8pVr7UUmto9F_PLUS_KQ==
https://law.justia.com/cases/new-york/appellate-division-fourth-department/2017/66-ca-16-01200.html
The litigation, which was successful, was to force the Syracuse Police Department to comply with Syracuse ordinance (with the city attorney's office defending the police department in the litigation). Joe Lipari, the administrator of the Syracuse Citizen Review Board, who filed the suit, was a key police oversight professional that the MPD Policy & Procedure Review Ad Hoc Committee consulted in developing its recommendation that the Independent Monitor have authority and funding to use independent legal counsel. The potential need for such litigation was something that the Ad Hoc Committee had

in mind when making their recommendation. In this and many other of his claims, Madison's City Attorney appears quite ignorant of how police oversight agencies actually function.

Please don't succumb to all the FUD.

Best Regards,

Nate Royko Maurer
608-217-7453

From: Amelia Royko Maurer
To: Amelia Royko Maurer
Subject: TAKE ACTION! Excellent Analysis of Madison City Attorney"s Memo
Date: Saturday, April 18, 2026 3:54:47 PM

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Folks, this is a product of excellent investigative reporting, an in depth, fact-based examination of Madison City Attorney, Michael Haas's memo in which he lobbies hard for the harmful amendment proposals to the civilian police oversight ordinances, M.19 and M.20. Please take action friends. Ask your alder at allalders@cityofmadison.com to please respect the position of the Police Civilian Oversight Board, to vote down all proposed amendments to our independent police oversight ordinances and bring their concerns, with concrete evidence, directly to the OIPM and PCOB instead of letting a misinformation campaign poison the well and defamatory statements create a hostile work environment.

"Taken together, the proposed changes would make the Independent Monitor subservient to the Mayor and the Police Department, the very agency the OIM is charged with overseeing. That is the opposite of what the Council intended in 2020. [...] Either placing the OIM outside the Mayor's supervisory chain was a deliberate and unusual departure from standard City practice, as [City Attorney] Haas said in 2020, or requiring the OIM to comply with all mayoral APMs is a clarification of existing practice, as he argues in 2026. The legislative record... answers that question clearly."

https://www.77squaremiles.com/post/madison-s-independent-police-oversight-is-five-days-from-being-gutted

From:	Alex Saloutos
To:	Govindarajan, MGR
Cc:	All Alders; Police Civilian Oversight Board; Hope Vang; Vanessa Statam; Brandice Hatcher; Katey Nelson; Helyn Luisi; Devon Snyder; Michelle Miller; Stephanie Rearick; Rodney Saunders Jr.; Carlotta Calmese; Maia Pearson; Glass, Aeiramique
Subject:	Legistar 92386 —Comments on the Referral Process
Date:	Tuesday, March 24, 2026 5:35:13 PM
Attachments:	260324_LEGISTAR92386_MEMORANDUM_COMMONCOUNCIL.pdf

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Alder Govindarajan,

I am submitting the attached memo to the Common Council on Legistar 92386. It addresses only the referral process: specifically, which bodies the legislation should be referred to and how much time they should have before it returns to the Council. It does not address the merits of the proposed changes.

Cheers,

Alex Saloutos
Phone: (608) 345-9009
Email: asaloutos@tds.net

M E M O R A N D U M

Date: March 24, 2026

To: Common Council

CC: Police Civilian Oversight Board, Office of the Independent Police Monitor

From: Alex Saloutos

RE: **Public Comments on Legistar File No. 92386 — Amending Subsections 5.19(6) and (8) and Creating Subsection 5.20(11) of the Madison General Ordinances to Add Public Reporting Requirements for the Office of the Independent Monitor and Police Civilian Oversight Board**

The following are my public comments on the referral of Legistar File No. 92386, scheduled as agenda item 66 for introduction at the Common Council meeting on March 24, 2026. They do not address the merits of the proposed changes.

SUMMARY

The Council should refer Legistar 92386 to the PCOB External Policy and Procedure Subcommittee and the full PCOB, and allow 120 days from the publication of both annual reports, and no later than September 1, 2026, for review and recommendations. That review should address the proposed changes and any other improvements identified by the PCOB, OIM, and interested alders.

The OIM 2025-2026 Annual Report has been published and includes recommendations for improvements. The PCOB Annual Report, which may also include recommendations on improvements, has not yet been published. A review of police oversight ordinances in other municipalities identifies several provisions that have been adopted elsewhere but are not currently in MGO 5.19 or 5.20. Those provisions and the recommendations in both annual reports deserve consideration before the Council acts.

Some of the proposed changes appear to be driven by the administration and to adversely impact the monitor's independence. They were introduced without consultation with the PCOB. The PCOB and the public should have ample time to consider them before the Council acts.

BACKGROUND INFORMATION

Chronology

In 2017, the OIR Group's Policy and Procedure Review report recommended establishing an independent police auditor's office reporting to a civilian review body.

In September 2020, the Common Council enacted MGO 5.19 and 5.20, creating the Office of the Independent Monitor and the Police Civilian Oversight Board.

Beginning in mid-2025, Alder Govindarajan began developing proposed revisions to MGO 5.19 and 5.20.

On January 8, 2026, Govindarajan met with Interim Monitor Glass to discuss reporting requirements in MGO 5.19(8). Glass asked him to wait until the OIM Annual Report was published before moving forward. He agreed.

In March 2026, the OIM 2025-2026 Annual Report was published.

On March 19, 2026, the Common Council agenda was published. The PCOB was notified of Legistar 92386 at the same time as all other alders, city staff, and the general public. Council staff contacted PCOB Chair Maia Pearson directly to ensure she was aware the item would be referred to the Board's March 25 meeting.

On March 24, 2026, Legistar 92386 is introduced at the Common Council meeting.

On March 25, 2026, the PCOB meets. This legislation and a draft of the PCOB Annual Report are on the agenda.

On April 21, 2026, the Council is scheduled to act on this legislation.

The Proposed Legislation
Legistar 92386 amends MGO 5.19(6) and (8) and creates MGO 5.20(11). The four proposed changes are: (1) new quarterly public reporting requirements for the OIM; (2) a new provision requiring the OIM to operate within the city's administrative structure for hiring, contracting, budgeting, technology, and procurement, and to comply with all Administrative Procedure Memoranda; (3) a provision limiting the OIM's use of independent legal counsel to oversight-related matters and assigning all other legal matters to the City Attorney; and (4) an expanded annual reporting requirement for the PCOB with a March 15 filing deadline.

Provisions in Other Municipal Ordinances Not Currently in MGO 5.19 or 5.20
A review of police oversight ordinances in other municipalities identifies the following provisions that have been adopted elsewhere and are not currently included in MGO 5.19 or 5.20:

1. A mandatory written response by the police chief to oversight recommendations within a defined deadline.
2. Enforceable deadlines for the police department to fulfill oversight records requests.
3. Monthly oversight board meetings are required.
4. The police department must maintain an officer risk identification system and notify the OIM and PCOB of flagged officers.
5. Whistleblower protection for officers who cooperate with the oversight body.
6. A supermajority requirement to amend the enabling ordinances, or charter protection requiring a referendum to modify or eliminate the oversight structure.
7. A minimum appropriation for the oversight office expressed as a percentage of the police department's budget.

A Gap in Madison's Ordinances: Monitor Conflict of Interest
MGO 5.19 and 5.20 do not address what happens when the monitor faces a structural conflict of interest in conducting an investigation. The ordinance provides for alternate board members to serve in the board member's place when a board member has a conflict of interest, but no parallel mechanism exists for the monitor. In 2025, PCOB Chair Pearson became the subject of an OIM investigation while serving as chair of the board that supervises the monitor.

ANALYSIS AND CONCLUSIONS

A More Inclusive Process Would Produce Better Legislation
Alder Govindarajan has been developing these revisions since mid-2025. He met with Interim Independent Monitor Glass in January and agreed to wait until the OIM Annual Report was published before moving forward. That step reflected good faith engagement with the OIM.

The PCOB, however, was not engaged before the introduction. The PCOB is the governing body for the OIM and the body whose enabling ordinance this legislation directly amends. Its members were notified on March 19, four days before the introduction, at the same time as the general public. The PCOB meets the day after the introduction, with less than a week to review legislation that has been in development for nine months.

Alder Govindarajan could have circulated draft language to PCOB members before introduction, with instructions not to reply all, to invite individual feedback while staying within the Open Meetings Law. This is standard practice with Council legislation. He could also have asked Chair Pearson to add the topic to a PCOB agenda and attended that meeting to discuss his proposals. Either approach would have given the board a genuine opportunity to contribute before the introduction rather than after.

Engaging the PCOB and OIM as active participants in the development of this legislation, rather than as bodies to be consulted after introduction, would produce stronger ordinance language and broader institutional support for whatever the Council ultimately adopts.

Both Annual Reports Should Be Part of the Record
The OIM 2025-2026 Annual Report has been published and includes recommendations for improvements. The PCOB Annual Report will be published shortly and is expected to include its own recommendations. Alder Govindarajan agreed in January to wait until the OIM Annual Report was available before moving forward. The same logic applies to the PCOB Annual Report. Acting before both reports are available means the Council will be voting without the full institutional record from the two bodies the ordinances are designed to govern.

The Scope of Review Should Be Broader
This legislation addresses four provisions. It does not address the full range of improvements that a review of other municipal ordinances and the professional literature supports. A number of provisions found in other cities' ordinances are not currently in MGO 5.19 or 5.20. Both annual reports are expected to include additional recommendations. The conflict of interest gap identified in the Background section is an example of an issue the enabling ordinances do not address and that a broader review should consider. Considering all of these together in a single coordinated review process would produce more comprehensive and internally consistent legislation than acting on four provisions in isolation.

Referral to the External Policy and Procedure Subcommittee
The PCOB External Policy and Procedure Subcommittee is the appropriate body to do detailed work on proposed ordinance changes affecting the OIM and PCOB. Referring the legislation to that subcommittee before the full board takes it up would give both bodies a more thorough basis for their deliberations and a genuine opportunity to work with the sponsors on mutually agreeable language.

RECOMMENDATION

The Council should refer Legistar 92386 to the PCOB External Policy and Procedure Subcommittee and the full PCOB, with a 120-day review period running from the publication of both the OIM and PCOB annual reports, and no later than September 1, 2026. The scope of that review should include the proposed changes and any other improvements to MGO 5.19, 5.20, and Chapter 5 that the board, the OIM, and interested alders identify. The sponsors should meet with the subcommittee and the full board, answer questions, and participate in developing mutually agreeable language.

There is no urgency that justifies a four-week timeline for legislation of this significance. A proper review process will take longer. The result will be stronger legislation that the PCOB, the OIM, and the community have had a genuine opportunity to shape.

From:	asaloutos@tds.net
To:	All Alders
Cc:	Police Civilian Oversight Board; Office of the Independent Police Monitor; Glass, Aeiramique
Subject:	Response to City Attorney"s Memorandum on Proposed Amendments to MGO §§ 5.19 and 5.20, Legistar ID No. 92386
Date:	Monday, April 13, 2026 9:33:33 PM
Attachments:	260413_LETTER_COMMONCOUNCIL.pdf 260413_LEGISTAR92386_MEMORANDUM_COMMONCOUNCIL.pdf

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Members of the Common Council:

Attached are a cover letter and a memorandum responding to City Attorney Haas's March 25, 2026, memorandum on the proposed amendments to MGO §§ 5.19 and 5.20, submitted for your consideration before the April 21 vote.

Respectfully,

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Alex Saloutos
Cell: (608) 345-9009
Email: asaloutos@tds.net

Alex Saloutos

3318 Hammersley Avenue
Madison, WI 53705
Phone: 608/345-9009
E-mail: asaloutos@tds.net

April 13, 2026

Via email: allalders@cityofmadison.com

Common Council
City of Madison
210 Martin Luther King Jr. Blvd.
Madison, WI 53703

Re: Proposed Amendments to MGO §§ 5.19 and 5.20, Legistar File No. 92386

Dear Alders,

I submit the attached memorandum in response to City Attorney Haas's March 25 memorandum defending the proposed amendments to MGO §§ 5.19 and 5.20 for your April 21 agenda. While Haas's memo is professionally written and raises legitimate administrative concerns, it contains significant analytical gaps, mischaracterizes the original legislative intent in ways the 2020 record directly contradicts, and reaches legal conclusions that do not withstand scrutiny. The Council should view it as advocacy for a specific outcome rather than neutral legal analysis.

The 2020 record clearly shows the Council chose an independent civilian board over mayoral oversight by a 19-0 vote. Haas's own 2020 memoranda described that choice as a deliberate departure from the City's normal administrative structure. His current claim that the amendments simply clarify the Council's intent is not supported by the record.

I urge you to place the proposed amendments on file with prejudice and direct that any future changes be developed in consultation with the PCOB, consistent with the Board's unanimous vote on March 25.

Respectfully,

Alex Saloutos

cc: Police Civilian Oversight Board
Aeiramique Glass

M E M O R A N D U M

Date: April 13, 2026

To: Common Council

CC: Police Civilian Oversight Board
Office of the Independent Police Monitor

From: Alex Saloutos

RE: **Response to City Attorney's Memorandum on Proposed Amendments to MGO §§ 5.19 and 5.20, Legistar ID No. 92386**

This memorandum supports the Common Council's decision on the proposed amendments to MGO §§ 5.19 and 5.20 in Legistar File No. 92386 at the April 21, 2026, meeting. It also informs the Police Civilian Oversight Board's ongoing review of future amendments. Submitted before the Council vote, this memorandum responds specifically to the March 25, 2026, memorandum from City Attorney Michael Haas. It addresses the arguments raised in that memo. This memorandum does not cover every legal or policy issue regarding the proposed amendments. The absence of comment on any point should not be taken as agreement.

On the day Haas's 2026 memo was published, the PCOB unanimously recommended that the Council place the proposed amendments on file with prejudice, which would prevent reintroduction for at least 60 days. The Board also directed that any alders interested in making changes should consult collaboratively with the PCOB before drafting amendments.

SUMMARY OF ARGUMENT

Haas's 2026 memo is professionally written and raises legitimate administrative concerns from the Office of the City Attorney's (OCA) perspective. However, it contains major analytical gaps and mischaracterizes the original legislative intent, which the 2020 record directly contradicts. The memo also reaches legal conclusions that do not hold up under scrutiny. The Council should treat the memo as advocacy for a specific outcome rather than as neutral legal analysis. Calling the proposed changes "clarifications" hides the fact that they would weaken the independence and access that the Council unanimously adopted for MGO §§ 5.19 and 5.20 in 2020.

The 2020 legislative record is clear on original intent. The Council was given two options: one with supervision in the Mayor's Office, the other under an independent civilian board. It chose the second. Haas's own 2020 memoranda to the Mayor and Workgroup recognized this as a real structural choice. He described the PCOB/OIM model as a deliberate departure from the normal administration. His current claim that mayoral Administrative Procedure Memoranda (APMs) reflect the Council's intent is not supported by the record. It is also difficult to reconcile with his earlier descriptions, or with the legal analysis and national standards the Council had in 2020.

The proposed amendments would make four major changes. First, they would require the OIM to comply with all APMs. They would also let the Council enforce City policies and procedures on OIM operations and the Monitor. The Mayor and Council could use these rules to direct the OIM's core oversight work, far beyond neutral requirements. Second, the amendments would remove "computer databases" from MGO § 5.19(7)(i). Access would require a memorandum of understanding with MPD and OCA, narrowing OIM's access below the current "to the extent permitted by law" standard and below national models like Denver and Portland.

Third, the amendments would give the OCA exclusive authority over OIM's legal advice in areas such as public records, open meetings, employment, administrative compliance, and disputes over access to MPD records. This would limit the Independent Monitor's existing power to hire independent legal counsel when needed under MGO § 5.19(7)(l). The Council has clear authority under Wis. Stat. § 62.09(12)(g) and has previously provided such counsel to the Police and Fire Commission (see Legistar File No. 82492). Finally, the amendments would give the Council broad enforcement over OIM operations and add a voting alder to the PCOB. These measures would increase political and administrative control over bodies intentionally insulated in 2020, against national standards. Together, these changes would make the OIM subservient to MPD, the agency it oversees. That was not the Council's intent in 2020. Only three of the current members served during the 19-0 vote for MGO §§ 5.19 and 5.20. The full legislative record is in Legistar and should be read before April 21.

Given these concerns, the Council should:

1. Place the proposed amendments in Legistar File No. 92386 on file with prejudice and direct that any future changes to MGO §§ 5.19 and 5.20 be developed in consultation with the PCOB, with the assistance of independent legal counsel and with meaningful community input; and, at a minimum,

2. reject any amendment that (a) subjects the OIM's investigative work and access privileges to mayoral APMs; (b) limits the OIM's ability to retain independent counsel under MGO § 5.19(7)(l); (c) narrows the OIM's records and database access beyond what state and federal law require rather than addressing confidentiality and security through CJIS compliance and clear safeguards on OIM's handling of records; (d) grants the Council broad enforcement authority over OIM "operations" and the Monitor's "actions" absent clear limitations; or (e) adds an alder to the PCOB in a manner that weakens the Board's independence in fact or in appearance.

BACKGROUND AND CHRONOLOGY

This section summarizes key events and legislative initiatives relevant to the creation and operation of the OIM and PCOB, which are important for understanding the context of the proposed amendments and for evaluating City Attorney Haas's 2026 memo in support of them.

- October 2019: The MPD Policy and Procedure Review Ad Hoc Committee submits its Final Report to the Common Council, containing 177 recommendations. Among the Committee's highest priorities was creating an independent monitor and civilian oversight board reporting to a civilian review body, not the Mayor.

- June 1, 2020: Mayor Rhodes-Conway and seven alders propose an Independent Police Auditor position located in and reporting to the Mayor's Office rather than an independent civilian board (Legistar File No. 60778).

- June 16, 2020: The Common Council adopts Legistar File No. 60764, creating the Alder Workgroup to Develop Logistical and Operational Details for MPD Independent Civilian Oversight and charging it with drafting an ordinance establishing independent civilian oversight of MPD, with a deadline of August 4, 2020.

- June 29–August 3, 2020: The Workgroup meets ten times over five weeks. The OCA produces five successive ordinance drafts and three comparative spreadsheets that analyze how peer cities resolved the specific design questions at issue, including supervisory structure, record access, and independent legal counsel. The Workgroup considers and rejects a split supervisory structure that would have given the Mayor or City administration a day-to-day HR role over the Monitor.

- July 8, 2020: The OCA issues a memorandum to the Workgroup titled "Independent Police Monitor/Civilian Oversight Body Discussion Topics," identifying seven discussion topics related to the structure and authority of the OIM and PCOB, including Monitor independence, investigation budget, outside investigators, and police records access.

- July 13, 2020: The OCA issues a memorandum to the Workgroup titled "Subpoena Authority of Independent Monitor and Civilian Oversight Board," analyzing the Monitor's authority to issue subpoenas under Wis. Stat. §§ 805.07 and 885.01.

- August 21, 2020: City Attorney Michael Haas issues a memorandum to the Mayor and all alders titled "Independent Police Monitor/Civilian Oversight Body Discussion Topics" (Haas's 2020 memo).

- September 1, 2020: The Common Council adopts the Final Report of the Alder Workgroup to Develop Logistical and Operational Details for MPD Independent Civilian Oversight (the "Workgroup"), which recommends creating MGO §§ 5.19 and 5.20, on an 18–1 vote with 769 registrants in support and 27 in opposition (Legistar File No. 61667). The Workgroup's report identified as a core priority "the need for the Civilian Oversight Board and Independent Police Monitor to be independent from both the Madison Police Department and City elected officials and staff."

- September 1, 2020: The Council approves MGO §§ 5.19 and 5.20, creating the OIM and PCOB, with the OIM placed under PCOB supervision rather than under the Mayor (Legistar File No. 61593). The ordinances are adopted on a 19–0 vote, with 746 registrants supporting and 34 opposing.

- October 2022: The PCOB appoints Robin Copley as the Independent Monitor, the first person to hold the role.

- January 2–4, 2024: The City Attorney, MPD Chief Barnes, and Independent Monitor Robin Copley execute a Memorandum of Understanding (MOU) governing OIM access to MPD records and information.

- October 2024: Mayor Rhodes-Conway proposes eliminating the OIM data analyst position in the 2025 budget (Legistar File No. 85264). The Council rejects the proposal.

- October 6, 2025: Robin Copley resigns as Independent Monitor.[1]

- November 11, 2025: Three Council members introduce a floor amendment to eliminate the OIM (Legistar File No. 90249). The amendment fails 17–3.

[1] City of Madison, Office of the Independent Monitor, Announcement from the Office of the Independent Monitor, October 6, 2025.

- November 7, 2025: MPD, citing IT security concerns, suspends OIM's direct access to certain records and databases, contrary to MGO § 5.19(7)(i)'s "unfettered access" language.

- November 21, 2025: The PCOB announces appointment of Aeiramique Glass as interim Independent Monitor.[2]

- December 8, 2025: Interim Independent Monitor Aeiramique Glass's first day on the job. MPD restored the OIM's access to MPD records that day.

- March 19, 2026: Alder Govindarajan submits a draft amendment regarding operating requirements for the OIM, compliance with Administrative Procedure Memoranda (APMs), and limiting the appointment of independent legal counsel.[3]

- March 24, 2026: Alder Mayer submits an amendment adding a sitting alder position to the PCOB, and later that day, Alder Govindarajan's amendment is introduced to the Common Council.

- March 25, 2026: Alder Govindarajan submits additional first and second amendments to MGO §§ 5.19 and 5.20 in Legistar File No. 92386.

- March 25, 2026: City Attorney Michael Haas issues a memorandum to PCOB and Council members summarizing and defending the proposed amendments to MGO §§ 5.19 and 5.20 (Haas's 2026 memo).

- March 25, 2026: The PCOB votes unanimously to recommend that the Council place the proposed amendments on file with prejudice, and PCOB members tell several alders that the amendments came as a surprise, that the Board had not been consulted or involved in drafting them, that the PCOB is a working committee with a significant workload in the next 60 days, and that the Board would like to be involved in productive conversations with any alders interested in amending MGO §§ 5.19 and 5.20 before any changes are drafted.

- April 7, 2026: Common Council elections are held; Alder Govindarajan, who introduced the proposed amendments to MGO §§ 5.19 and 5.20, is not a candidate for reelection and will not serve on the Council when it considers his proposals on April 21, 2026.

THE APM PROVISION AND MAYORAL CONTROL

The "Original Intent" Claim Contradicts Haas's 2020 Memo

Govindarajan Amendment 2 would add the following new subsection (c) to MGO § 5.19(6):

> *"Administrative Structural and Legal Compliance. While the OIM shall maintain independence in carrying out its duties, including investigations, findings, and recommendations, the OIM shall operate within the administrative structure of the City of Madison for purposes including, but not limited to, hiring and management of staff other than the Independent Monitor, contracting, budgeting, use of technology, and procurement. Nothing in this subsection shall be construed to alter the*

[2] City of Madison, Police Civilian Oversight Board, Police Civilian Oversight Board Selects Interim Independent Monitor, November 21, 2025.

[3] See Legistar File No. 92386, available at https://madison.legistar.com/LegislationDetail.aspx?ID=7956235&GUID=71B84AF6-A5D3-4414-97AF-5E5338B41253&G=D66739FE-4C3C-468C-A9F0-0198EFAA8EF&Options=&Search=.

> *recruitment, appointment or confirmation process for the Independent Monitor as set forth in this section. The OIM shall comply with all applicable federal and state laws, city ordinances, and Administrative Procedure Memoranda (APMs). The Common Council retains the authority to enforce City policies and procedures regarding operations of the OIM and the actions of the Independent Monitor consistent with City ordinances, rules and procedures."*

The prefatory assurance that the OIM "shall maintain independence in carrying out its duties" does not limit or override the operative clauses that follow; it is a recital, not an enforceable standard, and it is directly undercut by the grant of authority to apply all APMs to the OIM and to have the Council "enforce City policies and procedures" governing the OIM's operations and the Monitor's actions.

Haas argues that requiring the OIM to operate within the City's administrative structure and comply with all APMs "reflects the original intent of the Common Council" and "only reinforces and does not change" the OIM's relationship to the City. This claim is difficult to reconcile with Haas's own August 21, 2020 memorandum to the Mayor and all alders, in which he wrote that placing the Monitor under PCOB supervision rather than the Mayor was "relatively unique" and "to a large degree, different from oversight models nationwide," and that "the majority of managerial employees are hired and supervised by the Mayor."[4]

In 2020, the City Attorney thus acknowledged that placing the OIM under PCOB supervision, rather than under the Mayor, was a deliberate and unusual departure from the City's normal administrative structure. By contrast, Haas's 2026 memo now describes the proposed requirement that OIM operate fully within the Mayor's administrative structure and comply with all APMs as merely reflecting "the original intent of the Common Council" and "only reinforc[ing] and not chang[ing]" OIM's relationship to the City.

In his August 21, 2020, memorandum to the Mayor and all alders, Haas emphasized that this provision was intended to "ensure this independence," expressly barring City employees and officials from using their political or administrative positions to influence or undermine the Monitor's work.[5]

The Council made a deliberate, informed choice in 2020 to depart from standard City practice by placing the OIM under the PCOB rather than under the Mayor's supervisory chain. Only three of the twenty current Council members served on the Council when MGO §§ 5.19 and 5.20 were adopted in 2020, increasing the risk that current decisions will rely more heavily on Haas's 2026 memo's framing than on the original legislative record and intent. Haas's 2020 memo acknowledged and stressed that departure.

The current characterization of the proposed APM language as merely reinforcing original intent is difficult to reconcile with those earlier representations and suggests a material change in how the OCA now understands and describes the OIM's independence. Drafting history confirms that the Council and Workgroup deliberately strengthened, rather than diluted, this independence: earlier drafts of MGO § 5.19 contained only an "Independent from MPD" provision, and the separate "Independent from City Staff and Officials" protection in § 5.19(6)(b) was added later in the July 23,

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[4] Michael Haas, City Attorney, Memorandum to Mayor Satya Rhodes-Conway and All Alders re: Independent Police Monitor/Civilian Oversight Body Discussion Topics, August 21, 2020 (Haas's 2020 memo), available at https://madison.legistar.com/View.ashx?M=F&ID=8757519&GUID=5D80DE96-4370-4D5E-916E-5B9D02865F67.

[5] See supra note 4, at 2–3.

2020 draft, specifically to bar City officials—including the Mayor and alders—from using their positions to influence or undermine the Monitor's work.[6]

The Workgroup that produced the ordinance met ten times over five weeks; over those meetings, the OCA produced five successive drafts of the ordinance and three comparative spreadsheets analyzing how peer cities resolved the precise structural questions now at issue, including supervisory structure, records access, and independent legal counsel, and no requirement that the OIM comply with mayoral APMs appeared in any of those five drafts.[7]

The Council Chose Independence Over Mayoral Control

The legislative record makes the original intent question considerably cleaner than Haas's 2026 memo suggests. On June 1, 2020, Mayor Rhodes-Conway and seven alders introduced Legistar File Nos. 60777 and 60778, which would have placed the oversight function directly in the Mayor's Office. Under those proposals, the position was titled "Independent Police Auditor," and the companion ordinance stated plainly that the auditor would report to the Mayor. The Common Council did not adopt those proposals. It adopted Legistar File No. 61593, the ordinance that created MGO §§ 5.19 and 5.20, which placed the OIM under PCOB supervision rather than the Mayor.[8]

The draft history also shows that the Workgroup considered—but rejected—placing the Monitor under a split supervisory structure that would have given another City actor a day-to-day HR role. The July 13, 2020 draft of § 5.16(5) provided that the Monitor would "report to and take direction from the Board regarding all substantive work flow issues and shall report to _____ for day-to-day human resource issues, such as time off, payroll, and other similar issues," leaving the second supervisory line blank. By the July 23, 2020 draft, that bifurcation had been eliminated. The final language, carried through to enacted MGO § 5.19(5), provides that the Monitor "shall report directly to the Board and the Board's Executive Subcommittee." The Workgroup did not mistakenly omit a mayoral or administrative HR role; it deliberately removed it.[9]

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[6] Draft Ordinance, MGO §§ 5.16--5.17, July 8, 2020, § 5.16(6) (containing only "Independence from MPD" language), and Draft Ordinance, MGO §§ 5.16--5.17, July 23, 2020, § 5.16(6)(a)--(b) (adding separate "Independent from MPD" and "Independent from City Staff and Officials" provisions), available at https://madison.legistar.com/View.ashx?M=F&ID=8653733&GUID=B14DF031-9161-4730-BF8E-762416D7F7BB and https://madison.legistar.com/View.ashx?M=F&ID=8680547&GUID=52B5F4D7-3DC9-4807-A68F-1384D5B56858.

[7] Alder Workgroup to Develop Logistical and Operational Details for MPD Independent Civilian Oversight, meeting records, available at https://madison.legistar.com/DepartmentDetail.aspx?ID=43859&GUID=4CAD704F-4A86-4FD1-B1B9-DD4B1E646CA4. The five successive ordinance drafts are dated July 3, July 8, July 13, July 23, and July 29, 2020. The three comparative spreadsheets are cited infra note 21.

[8] City of Madison, Legistar File No. 60778 (Resolution, "Amending the 2020 Mayor's Office and Direct Appropriations Operating Budgets and creating of the position of Independent Police Auditor, in the Mayor's Office") and Legistar File No. 60777 (Ordinance, "Creating Section 3.03(4) of the Madison General Ordinances entitled Police Auditor," providing that "[r]eporting to the Mayor, the Police Auditor provides independent civilian oversight to Police Department operations"), introduced June 1, 2020; not adopted. The Council instead adopted Legistar File No. 61593, the Ordinance creating MGO §§ 5.19 and 5.20, establishing the Office of the Independent Police Monitor under PCOB supervision, on a 19-0 vote with 746 registrants in support and 34 in opposition, available at https://madison.legistar.com/LegislationDetail.aspx?ID=4628948&GUID=2AE7E769-4795-4BF3-9D07-1826D08BCEFC&Options=ID|Text|&Search=61593. Legistar File No. 60778 available at https://madison.legistar.com/LegislationDetail.aspx?ID=4553158&GUID=AC03B9DD-AC59-4279-AA17-29F5421508F0&Options=ID|Text|&Search=60778; Legistar File No. 60777 available at https://madison.legistar.com/LegislationDetail.aspx?ID=4551114&GUID=B509A363-76D2-4A45-A8CB-455848DBE275&Options=ID|Text|&Search=60777.

[9] Draft Ordinance, MGO §§ 5.16--5.17, July 13, 2020 (track changes), § 5.16(5) (Monitor 'shall report to and take direction from the Board regarding all substantive work flow issues and shall report to _____ for day-to-day human resource issues'), and Draft Ordinance, MGO §§ 5.16--5.17, July 23, 2020, § 5.16(5) (revised to state that the Monitor 'shall report directly to the Board and the Board's Executive Subcommittee'), available at

This was not a drafting choice or an inadvertent omission. The Council was presented with two structural models. One placed supervision in the Mayor's Office. The other placed it under an independent civilian board. The Council chose the second model and rejected the first. When a legislature is presented with two structural options and votes for one over the other, that vote is the clearest possible statement of original intent. Haas's claim that the proposed APM provision "reflects the original intent of the Common Council" is directly contradicted by the Council's own vote in 2020.

Haas's 2020 Memoranda Acknowledge the Choice

Haas's own July 8, 2020, memorandum to the Workgroup confirms he understood this as a real structural choice, noting that "most equivalent positions are supervised by the Mayor" but that "the concept of empowering civilian oversight might favor supervision by the Oversight Body."[10] He was not describing a foregone conclusion. He was presenting two meaningful alternatives. The Workgroup and Council chose the oversight body model. Haas was present for that choice. He cannot now credibly characterize the result as showing a different intent than the one his own memo acknowledged the Council was making.

The body that drafted the ordinance the Council enacted was equally clear. In its August 3, 2020, final report, the Workgroup listed as a core deliberative priority "the need for the Civilian Oversight Board and Independent Police Monitor to be independent from both the Madison Police Department, and City elected officials and staff."[11] That is the Workgroup's own statement of drafting intent, in its own final report. Minutes from the Workgroup's June 29, 2020, meeting reflect that the OCA was directed to draft the overall ordinance for the Monitor and Oversight Board based on the Ad Hoc Committee's recommendations, to identify "decision points" for the Workgroup as they drafted, and to present comparative ordinance language from several other municipalities along with NACOLE's detailed comparison materials.[12] Haas is named in the Workgroup's final report as one of the City staff who supported the Workgroup throughout its work, and his office—specifically Assistant City Attorney John Strange, a co-author of Haas's July 8 memo—authored the draft ordinances the Workgroup used. Haas's current characterization of the ordinance's independence framework is difficult to reconcile with the Workgroup's own description of what it designed.

Nonpartisan Legal Analysis Agrees

The nonpartisan Wisconsin Legislative Council reached a consistent conclusion in a June 25, 2020, memorandum to Representative Chris Taylor analyzing whether the proposed oversight structure would conflict with the PFC's statutory authority. Staff Attorney Peggy Hurley concluded that "a Board, an independent monitor, or another body or entity may be given authority by a city to review, investigate, report, and take actions on any aspect of the operations of the police department… so

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https://madison.legistar.com/View.ashx?M=F&ID=8662996&GUID=CCBCB2D2-6E54-475A-ACCE-6CAE89CD1A44 and https://madison.legistar.com/View.ashx?M=F&ID=8692100&GUID=13DF579D-EDF9-4DD2-B11E-5FD36295D69B.

[10] Michael Haas, City Attorney, Marci Paulsen, Assistant City Attorney, and John Strange, Assistant City Attorney, Memorandum to Workgroup to Develop Logistics of MPD Oversight re: Independent Police Monitor/Civilian Oversight Body Discussion Topics, July 8, 2020, at 1–2 (Item 1), available at https://madison.legistar.com/View.ashx?M=F&ID=8656623&GUID=2799E874-2324-4E37-B224-B33B87B104B7.

[11] Workgroup to Develop Logistical and Operational Details for MPD Independent Civilian Oversight, Final Report, August 3, 2020, at 2 (Workgroup Activities) (Alder Moreland, chair; Alders Bidar and Kemble). City Attorney Michael Haas and Assistant City Attorney John Strange are named in the report's acknowledgments as among the City staff who provided "expertise, diligence and support" to the Workgroup. The July 23 and July 29, 2020 draft ordinances produced during the Workgroup process identify John Strange as the author in their document properties. The Workgroup Final Report is available at https://madison.legistar.com/View.ashx?M=F&ID=8704750&GUID=5398DE66-378A-421E-9026-675D31FCFC32.

[12] Alder Workgroup to Develop Logistical and Operational Details for MPD Independent Civilian Oversight, Minutes of June 29, 2020 Meeting, available at https://madison.legistar.com/View.ashx?M=M&ID=795777&GUID=FAB35FB7-D781-44EC-83FC-8A3DA57F9744.

long as the actions do not encroach on the PFC's statutory duties."[13] The Legislative Council found the independent oversight structure legally valid without any suggestion that independence from the Mayor was problematic or that mayoral APMs were required. The Council had this analysis before it when it voted 19-0 to adopt MGO §§ 5.19 and 5.20.

The APM Mechanism Is a Structural Change, Not a Clarification

Administrative Procedure Memoranda (APMs) are Mayoral directives issued and approved by the Mayor; the current ordinance does not require the OIM to comply with all APMs. Requiring the OIM to comply with all APMs gives the Mayor a rulemaking instrument over OIM operations, bypassing the Common Council entirely. The proposed language goes beyond neutral, citywide policies by requiring that the OIM "shall comply with all applicable… Administrative Procedure Memoranda (APMs)," without distinguishing between APMs that address general administrative functions and any APM that might purport to limit records access, investigations, or public reporting. The PCOB should ask whether the Mayor could write an APM that restricts how the OIM conducts investigations or limits the OIM's access to MPD records. If the answer is yes, the proposed language does not clarify OIM's independence. It eliminates it. One could argue that the language of independence would remain in the ordinance, but its practical force would depend entirely on who interprets it. Under the proposed structure, that interpretive authority would rest with the OCA, the same office that drafted the amendment and is now supporting it. That is itself a structural conflict.

The national best-practice standards the Council was studying when it designed the OIM are consistent with this concern. NACOLE's Recommendations for Effective Practices, circulated to the Council as part of the 2020 legislative file, includes under Section III(B)(2), Essential Functions and Daily Operations: "Agency staff should be able to make key decisions regarding the oversight agency's daily operations without consulting or requiring prior approval from outside entities."[14] A requirement that the OIM comply with all APMs issued by the Mayor is precisely the kind of prior approval from an outside entity that NACOLE identifies as a threat to operational independence. The Council had this guidance before it when it voted.

Haas's IT security examples are legitimate as a general administrative matter. But he does not address the fact that the IT compliance mechanism was the specific instrument Chief Patterson used in November 2025 to suspend the OIM's legally mandated records access, in direct violation of the governing ordinance.[15] Nothing in the relevant APMs authorizes the Police Chief to suspend the OIM's unfettered access to MPD records guaranteed by MGO § 5.19(7)(i).[16]

In light of MGO § 5.19(7)(h), which already requires the Monitor to collaborate with Human Resources in recruiting and hiring staff and to follow all City contracting requirements when engaging independent contractors, the new requirement that the OIM "operate within the

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[13] Peggy Hurley, Staff Attorney, Wisconsin Legislative Council, Memorandum to Representative Chris Taylor re: Citizen Oversight and the Duties of the Police and Fire Commission, June 25, 2020, available at https://madison.legistar.com/View.ashx?M=F&ID=8634865&GUID=8617DC51-0B17-49B1-ADC7-A202EC1416EE.

[14] National Association for Civilian Oversight of Law Enforcement, Recommendations for Effective Practices, Section III(B)(2), Essential Functions and Daily Operations (June 1, 2020), included in the 2020 legislative file for MGO §§ 5.19 and 5.20, available at https://madison.legistar.com/View.ashx?M=F&ID=8637311&GUID=7435CBAD-56E2-47BA-BA0B-515C8F37F90C.

[15] MGO § 5.19(7)(i) requires that the OIM "have unfettered access to all MPD records, policies, Standard Operating Procedures, data, computer databases, and other information necessary to fulfill the duties of the OIM."

[16] City of Madison Administrative Procedure Memoranda Nos. 3-6, 3-9, 3-20, and 3-21, cited by Chief Patterson as the basis for the November 7, 2025 records suspension. A review of those APMs confirms that none of them authorize the Police Chief to suspend or terminate an office's access to MPD records as a remedy for an information technology compliance issue. The APMs address IT security requirements and compliance obligations; they do not confer authority to override a separate ordinance-level access right established by MGO § 5.19(7)(i), available at https://www.cityofmadison.com/mayor/apm.

administrative structure of the City of Madison" with respect to "hiring and management of staff… contracting, budgeting, use of technology, and procurement" is not a neutral clarification; it is an additional layer of administrative control on top of existing, ordinance-level safeguards. The July 29, 2020, draft ordinance produced during the Workgroup process, authored by Assistant City Attorney John Strange, already required the Monitor to "follow all City of Madison contracting requirements" when engaging independent contractors.[17] That requirement was carried through to the enacted ordinance as MGO § 5.19(7)(h). The contracting compliance obligation Haas now describes as a necessary clarification was already included in the ordinance his office helped draft. The proposed APM language does not clarify that requirement. It expands it to cover all mayoral directives across all OIM operations.

Codifying that mechanism in the ordinance gives it a permanent legal foundation. This is not an abstract concern. In November 2025, Chief Patterson cited Administrative Procedure Memoranda as his authority to suspend the OIM's direct access to all MPD records and databases—an access right guaranteed by MGO § 5.19(7)(i).[18]

The factual predicate for the APM compliance requirement is further undermined by the department heads whose concerns Govindarajan cited as justification for the amendments. On April 1, 2026, email responses to PCOB Chair Pearson, both HR Director Hillson and IT Director Edgerton confirmed that the compliance concerns Govindarajan raised in his March 24, 2026, email pertained to the prior OIM under Robin Copley and are not current issues under the current administration. Hillson wrote that the hiring process example she cited was one the City ran into with a previous hire in the OIM, not a current problem. Edgerton was unambiguous: the examples she provided to Govindarajan were issues the City had to address with the previous OIM, not existing issues. The compliance problems used to justify a permanent ordinance change, according to the department heads themselves, have already been resolved.[19]

Edgerton's email provides direct confirmation that the proposed APM amendment is substantive rather than a clarification. Independent Monitor Glass told Edgerton she was uncertain whether the APMs were legal requirements the OIM was obligated to follow, and Edgerton agreed, writing that the current ordinance language is not clear on that question.[20] The IT Director thus confirms that the current ordinance does not require OIM compliance with all mayoral APMs. An amendment adding that requirement changes the ordinance. It does not clarify it.

To the extent the Council wishes to clarify the applicability of neutral, citywide administrative policies (e.g., IT security, procurement, and general HR rules) to the OIM, it should do so directly in the

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[17] Draft Ordinance, MGO §§ 5.18–5.19, July 29, 2020, § 5.18(7)(h) (Workgroup to Develop Logistical and Operational Details for MPD Independent Civilian Oversight; authored by Assistant City Attorney John Strange, City Attorney's Office), available at https://madison.legistar.com/View.ashx?M=F&ID=8695223&GUID=26D56A1B-A2BD-4A24-B98A-C12AD9EA4BA5.

[18] John Patterson, Chief of Police, City of Madison Police Department, Inter-Departmental Correspondence to Erin Hillson, Human Resources Director, November 7, 2025, Subject: Immediate Pause on all MPD Records Sharing with the OIM (directing MPD staff to "immediately pause any data or records requests, including those in process and outstanding with the OIM, until this is rectified and our current MOU with the office is updated"), available at https://tinyurl.com/PATTERSONMEMO251107.

[19] Alder MGR Govindarajan, Email to Maia Pearson, Police Civilian Oversight Board Chair, March 24, 2026, available at https://tinyurl.com/GOVINDARAJANEMAIL260324; Erin Hillson, Human Resources Director, Email to Maia Pearson, April 1, 2026, available at https://tinyurl.com/HILLSONEMAIL260401; Sarah Edgerton, IT Director, Email to Maia Pearson, April 1, 2026, available at https://tinyurl.com/EDGERTONEMAIL260401 (all produced in response to public records request).

[20] Sarah Edgerton, IT Director, Email to Maia Pearson, April 1, 2026, available at https://tinyurl.com/EDGERTONEMAIL260401.

ordinance and state clear limits on their applicability. For example, if the Council chooses to amend the ordinance, it should adopt language along the lines of:

> *"The Office of the Independent Police Monitor shall comply with generally applicable City Administrative Procedure Memoranda. Nothing in this subsection shall be construed to authorize the Council or any City official to direct, limit, or interfere with the powers and duties of the Monitor and the Office of the Independent Police Monitor as set forth in MGO § 5.19(7)."*

This approach upholds necessary administrative integration while protecting the core independence and access privileges intended by the Council when establishing the OIM.

The PFC Precedent: Haas's Argument Proves Too Much

Haas argues that requiring the OIM to comply with all APMs approved by the Mayor reflects how City agencies operate, and that no City agency is exempt from standard administrative policies and procedures. This claim overlooks a significant counterexample embedded in the same statutory framework under which Haas operates—the Police and Fire Commission (PFC).

Under Wis. Stat. § 62.13, the PFC has exclusive authority to appoint the chief of police, all commissioned police officers, the fire chief, and all commissioned firefighters. It exercises independent disciplinary authority over those personnel, removable only for just cause as defined in Wis. Stat. § 62.13(5)(em). The PFC does not exercise these statutory powers subject to mayoral APMs or administrative direction. While PFC staff and operations may be subject to certain neutral citywide administrative policies, the Mayor does not direct or control the PFC's core statutory functions—appointments, promotions, and discipline of sworn personnel—through APMs. Once commissioners are seated, the Mayor cannot direct their decisions.

The PFC is constituted entirely by Mayoral appointment, subject to Council confirmation. The PCOB, by contrast, was deliberately structured with greater insulation from Mayoral influence. Nine of its eleven voting members are nominated by designated community-based organizations. The Monitor is recruited and appointed by the PCOB itself, with no role for the Mayor in that process. If the PFC, whose entire membership is appointed by the Mayor subject to Council confirmation, exercises these core statutory powers independently of Mayoral administrative directives, it cannot be justified to subject the OIM and PCOB—bodies that were deliberately structured with greater insulation from Mayoral influence—to wider Mayoral administrative control over their core oversight functions.

Haas's 2026 memo does not address the PFC precedent. Its omission is notable. The assertion that all City agencies must follow mayoral APMs in the exercise of their statutory authority is inconsistent with the PFC's operation for more than a century under the same Wisconsin statutes. The Council drew on that tradition deliberately when it created the OIM and PCOB outside the Mayor's supervisory chain, as Haas himself acknowledged in 2020. His current position is difficult to reconcile with that acknowledgment and with the PFC's well-established operating model.

RESTRICTING INDEPENDENT LEGAL COUNSEL

The Conflict Is Structural, Not Personal

Haas addresses the conflict-of-interest concern in depth and concludes that ethical rules and internal "walling off" procedures are sufficient. This response misses the point. The question is not whether the attorneys in that office are ethical. The question is whether the City Attorney, as the City's and MPD's legal representative, is structurally appropriate as the source of legal advice for an office whose mission is to investigate and oversee MPD. The conflict is structural, not personal. Those

institutional roles are different: the OCA is charged with defending the City as an organizational client, while the OIM's charge is to investigate and report on MPD conduct in the public interest. Those separate roles create structural tension that cannot be resolved by assurances about individual ethics or internal "walling off" procedures.

The OCA's own practice confirms the point. On April 8, 2026, the Board of Public Works held a hearing on a Privilege in Streets Application Denial (Legistar File No. 92558).[21] Because the OCA had previously advised City staff on the same matter, it arranged for outside counsel to advise the Board at the hearing. In Haas's own words, this was done to "ensure that both the Board and applicant had confidence that the legal advice provided to the Board was not influenced by the advice that our office had given to City staff."[22] The OIM's structural situation is indistinguishable. The OCA advises MPD and the City administration—the same parties whose conduct the OIM is charged with overseeing. By that standard, that conflict requires independent counsel for the OIM, not exclusive reliance on his office.

Although MGO § 5.19(2) and (5) require the Monitor to fulfill the OIM's duties "in consultation and collaboration with the Board" and to "act as directed by the Board and the Board's Executive Committee," there is no evidence in the Board's records that the PCOB reviewed or approved this MOU before it was executed, and Haas did not apprise the Board of the agreement before signing as City Attorney.[23] That oversight failure allowed a document with significant adverse consequences for OIM's independence to take effect without the Board's knowledge or scrutiny.

Haas's argument that Amendment 1 codifies current practice is therefore an argument that a deficient agreement, negotiated by an inexperienced Monitor without PCOB involvement and without full consideration of the ordinance's access guarantees, should be permanently embedded in the ordinance. The Council should reject that framing. The MOU reflects what Copley agreed to, not what the ordinance requires or what a properly advised and experienced Monitor would have accepted. The appropriate response is not to codify the MOU's limitations but to recognize them as a baseline that needs correction, not entrenchment.

The Council's treatment of the Police and Fire Commission underscores this point. The PFC has retained independent outside legal counsel continuously since 1980,[24] a practice the OCA has supported, including its recommendation to renew the current contract in 2024. In April 2024, the Council adopted RES-24-00275 (Legistar File No. 82492), sponsored by Mayor Rhodes-Conway, to authorize the extension of that arrangement. The resolution states that the Commission "requires regular legal counsel separate from the Office of the City Attorney... especially since the OCA is

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[21] City of Madison Board of Public Works Meeting, April 8, 2026, Legistar File No. 92558 (Privilege in Streets Application Denial, 1202 Williamson St.), video available at https://media.cityofmadison.com/mediasite/Showcase/madison-city-channel/Presentation/8e13ed91d5c44943bfc0bf742d76bffb1d/Channel/116f3360e12344b797d6309a40ca443c5f (hearing begins at 1:03:33).

[22] Email correspondence between Alex Saloutos and City Attorney Michael Haas, April 12, 2026, available at https://tinyurl.com/HAASEMAILS260412.

[23] No agenda item for a memorandum of understanding with MPD appears in the records of the Police Civilian Oversight Board or its Executive Subcommittee for the period prior to the MOU's execution in January 2024. PCOB meeting records are available in the City of Madison's Legistar system at https://madison.legistar.com/Calendar.aspx. Executive Subcommittee meeting records are available at https://www.cityofmadison.com/city-hall/committees/police-civilian-oversight-board-executive-subcommittee?meeting=past.

[24] Former PFC Attorney Scott Herrick stated that he served in that role from 1980 to May 2019. See "Diverse group of civic-minded residents to pick next Madison police chief," Wisconsin State Journal, October 4, 2019, available at https://madison.com/wsj/news/local/govt-and-politics/diverse-group-of-civic-minded-residents-to-pick-next-madison-police-chief/article_72b95b66-c79f-593c-9cd3-32b34d46ae7b.html.

responsible for representing the Police or Fire Chief in such disciplinary hearings."[25] The Council and the Mayor have therefore already recognized that when the City Attorney represents one set of actors in police disciplinary matters, the oversight body requires its own independent general legal counsel. The same conflict exists in more pervasive form in the OIM's relationship to the OCA, and the proposed amendment would permanently eliminate the Monitor's ability to address it.

There is no principled reason to deny the OIM and PCOB access to independent counsel when similar, and in some respects more pervasive, structural conflicts exist. If anything, the Council's decision in Legistar File No. 82492 confirms that independent legal representation is an appropriate, and already accepted, tool when police-related oversight bodies must operate at arm's length from the City Attorney's other clients.

The proposed amendment assigns to the City Attorney precisely the categories of legal matter where institutional conflict is most likely: public records law, open meetings law, and employment matters. If OIM receives a public records request for documents the City wants to withhold, the City Attorney's obligation runs to the City's interest in protection, not OIM's interest in transparency. If a dispute arises about what must be disclosed at a PCOB meeting, the City Attorney resolves it. These are not hypothetical scenarios. They describe the actual conflict environment in which OIM has operated.

NACOLE's Thirteen Principles for Effective Civilian Oversight identify independence as the most important defining concept of civilian oversight, describing it as "an absence of real or perceived influence from law enforcement, political actors, and other special interests."[26] Requiring OIM to use the City Attorney for public records requests, open meetings, disputes over MPD records access, and Memorandum of Understanding (MOU) negotiations with MPD creates exactly the kind of real and perceived influence that NACOLE identifies as a threat to legitimacy. It is difficult for the OCA to credibly claim that it is a neutral advisor to the OIM and PCOB while simultaneously occupying a structural position in which its obligations to other City clients—including MPD, the Mayor, and City administration—regularly diverge from the independence, transparency, and accountability objectives the OIM and PCOB are charged with pursuing.

The Budget Argument Does Not Override Ordinance Text

Haas argues that a 2020 Finance Department estimate of $30,000 for 120 hours of outside legal work shows that independent counsel was intended only for investigative matters. Budget estimates at the time of enactment do not define the outer boundaries of an ordinance provision. The language of MGO § 5.19(7)(l) is broad by design: "The Monitor may retain independent legal counsel if necessary to fulfill the duties of the OIM." In substance, that position asks a preliminary budget estimate to narrow the plain text of an ordinance, which is not consistent with ordinary principles of statutory construction. Under MGO § 1.01(1), the City's own rules of ordinance construction require that words and phrases be construed according to their common and approved usage; under that standard, "if necessary to fulfill the duties of the OIM" confers broad discretion on the Monitor to determine necessity, and does not limit independent counsel to any particular category of legal work.

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[25] City of Madison Common Council, Resolution Authorizing the City to Retain Outside Counsel on a Non-Competitive Basis to Provide General Legal Representation of the Police and Fire Commission, Legistar File No. 82492, RES-24-00275, adopted April 16, 2024, available at https://madison.legistar.com/LegislationDetail.aspx?ID=6572304&GUID=4EF1D246-5FF5-4D44-92FD-0ACDB305A7B6&Options=Advanced&Search=&FullText=1.

[26] National Association for Civilian Oversight of Law Enforcement (NACOLE), Thirteen Principles for Effective Civilian Oversight, Principle 1: Independence, available at https://www.nacole.org/principles.

The Ordinance Text Is Broad and Unqualified
The July 22, 2020 memorandum from Finance Director David Schmiedicke expressly described the $30,000 allocation for investigators and outside legal counsel as a "preliminary" estimate "based on the powers and duties of both entities as described in current versions of city ordinance drafts," and stated that "[t]he ordinance authorizes the OIM to appoint legal counsel and engage investigators under certain circumstances. Based on information from other communities that engage outside legal counsel to support similar boards, a preliminary budget of $30,000 is established for this purpose." The memo cautioned that "the Mayor and Council should expect any budget developed for this new city function to be reviewed each year and possibly amended during the year to reflect actual workload and associated costs."[27] In other words, Finance treated the budget as following the ordinance's powers and duties, not as limiting them. Nothing in the Finance memorandum suggests that the Council intended the $30,000 estimate to define when independent counsel may be retained under MGO § 5.19(7)(l); it is presented as an initial funding assumption, not a constraint on the ordinance's meaning.

Reading MGO § 5.19(7)(l)'s broad, textually unqualified grant of authority through the lens of a preliminary budget estimate inverts that relationship and asks a budget line to narrow an ordinance adopted under the Council's legislative power. The better reading is that the Finance estimate was meant to support the contemplated use of independent counsel in the ordinance, not to confine it. The July 23, 2020, draft ordinance is consistent with that reading. A drafting note on the independent counsel provision in that draft states: "Editor's Note: Note that this is different than the authority to appoint counsel for individuals found in Sec. (7)(b)(iv) above. Confirm that this would be independent counsel to assist the Monitor, not to represent individuals."[28] The note distinguishes independent counsel for the Monitor from the separate provision appointing counsel for complainants—confirming that the drafters understood independent counsel as a general resource for the Monitor across its duties, not a narrow tool limited to investigations. That distinction was confirmed and carried through to the enacted ordinance, which provides both the Monitor's authority to retain independent counsel under MGO § 5.19(7)(l) and the separate authority to appoint counsel for aggrieved individuals under MGO § 5.19(7)(b)(iv).

Council Considered—but Rejected—Budget Caps
There is a further reason to reject treating the 2020 budget estimate as a cap on the Monitor's authority to retain independent counsel. In the same July 8, 2020 memorandum, Haas's Item 4 explicitly asks the Workgroup to consider whether the Monitor's investigation budget "is an unlimited sum-sufficient budget or restricted on an annual basis" and whether "investigations exceeding a specified cost require approval to continue by the Oversight Body, Mayor or Common Council."[29] The Council imposed none of those restrictions. The City Attorney raised the question of budget caps and approval requirements as a policy choice for the Council to make. The Council declined to make them. The City Attorney now argues that the $30,000 planning estimate functions as the cap that the Council chose not to impose. That argument is not available.

Portland and Denver Model Ordinances Confirm Broad Counsel Authority
The model ordinances the Council reviewed as part of the 2020 legislative file are consistent with broad authority for independent counsel. Portland's Office of Independent Police Review ordinance

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[27] David Schmiedicke, Finance Director, Memorandum to Alders Moreland, Bidar, and Kemble re: Discussion of Budget for the Office of the Independent Monitor and the Police Independent Civilian Oversight Board, July 22, 2020, available at https://madison.legistar.com/View.ashx?M=F&ID=8694931&GUID=D7A8AC81-6A02-47C9-8A44-B0A2FB2873A0.

[28] Draft Ordinance, MGO §§ 5.16–5.17, July 23, 2020, § 5.16(7)(m), drafting note. The July 23 draft was produced during the Workgroup process in which the City Attorney's office, including Assistant City Attorney John Strange, participated in drafting, available at https://madison.legistar.com/View.ashx?M=F&ID=8680547&GUID=52B5F4D7-3DC9-4807-A68F-1384D5B56858.

[29] Haas July 8, 2020 Memorandum, supra note 10, at 2 (Item 4).

states at Section 3.21.070(P) that "[t]he Director may retain or employ independent legal counsel," with no qualification and no limitation to investigations. Denver's city charter goes further: it explicitly authorizes the monitor to retain independent general counsel "to provide legal advice… to assist the monitor in the performance of its duties," distinguishing that general advisory function from the use of special counsel in specific disputes.[30] Neither model limits independent counsel to investigative matters. The Council had both before it when it enacted MGO § 5.19(7)(l). The inference that it intended a narrower scope than either model provided is difficult to sustain. Comparative spreadsheets prepared by the OCA for the Workgroup in July 2020 summarized these Denver and Portland provisions and served as reference points for Madison's ordinance design.[31]

Haas's Own Citations Support Independent Counsel
Haas's legal argument on this point is self-defeating. Haas cites Wis. Stat. § 62.09(12)(a) for the general rule that the City Attorney "shall conduct all the law business in which the City is interested," and MGO § 3.07(1) for the proposition that the City Attorney "shall be responsible for the duties contained therein and for the conduct of all legal services of the City and shall serve as legal advisor to the Council, the Mayor and all departments and offices of the City." These are offered as the baseline authority against which independent counsel is an exception. But in the same memorandum, Haas cites the exception: Wis. Stat. § 62.09(12)(g), which provides that the Common Council "may employ and compensate special counsel to assist in or take charge of any matter in which the City is interested." To the extent MGO § 3.07(1) could be read to conflict with that authority, Wis. Stat. § 62.09(12)(g) controls. The Council has done exactly that. MGO § 5.19(7)(l) is the Council's exercise of that statutory authority.

As a matter of legal hierarchy, Wis. Stat. § 62.09(12)(a) establishes the general rule that the city attorney "shall conduct all the law business in which the City is interested." Section 62.09(12)(g) then creates an express exception, authorizing the Council to "employ and compensate special counsel to assist in or take charge of any matter in which the City is interested." The Council implemented that statutory exception through MGO § 5.19(7)(l), which provides that "[t]he Monitor may retain independent legal counsel if necessary to fulfill the duties of the OIM." Reading that broad, textually unqualified grant of authority as limited by a 2020 budget estimate would conflict with ordinary principles of statutory construction, including the plain-meaning rule and the canon against treating ordinance language as surplusage.

The Council's Reliance on Haas's Pre-Enactment Representations
The OCA drafted the original ordinance. Before enactment, he issued an official legal memorandum to the Mayor and all alders, opining on the ordinance's meaning, scope, and intent. The Council relied on those representations and enacted the ordinance as written, including MGO § 5.19(7)(l). Haas now argues that the broad independent counsel language was never intended to mean what it plainly says. Having shaped the document and officially opined on its content to the enacting body,

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[30] Portland City Code § 3.21.070(P) ("The Director may retain or employ independent legal counsel"); available at https://www.portland.gov/code/3/21#cid_679164. Denver City Charter § 12.1.1(A)(v) (authorizing the monitor to retain independent general counsel "to provide legal advice… to assist the monitor in the performance of its duties"), available at https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Office-of-the-Independent-Monitor/Operating-Documents. Both model ordinances were included in the 2020 legislative file reviewed by the Council before adopting MGO §§ 5.19 and 5.20, available at https://madison.legistar.com/LegislationDetail.aspx?ID=4580421&GUID=BEA6563A-E523-4341-87F4-AB11A66A96FD.

[31] Draft Spreadsheet Comparing and Contrasting Auditor and Monitor Ordinances (July 2, 2020), available at https://madison.legistar.com/View.ashx?M=F&ID=8647161&GUID=59986CFC-91AE-43DE-98A1-8B9C34BBF9A5; Draft Spreadsheet Comparing and Contrasting Auditor and Monitor Ordinances (July 6, 2020), available at https://madison.legistar.com/View.ashx?M=F&ID=8652835&GUID=FA11C637-28C3-4E6F-AB66-941BCA7771F2; and Draft Conceptual Spreadsheet Comparing and Contrasting Auditor and Monitor Ordinances (July 11, 2020), available at https://madison.legistar.com/View.ashx?M=F&ID=8662994&GUID=3B4DB801-6038-4693-93C7-DBB8C7FEBDCC.

he is in a difficult position to argue before the same Council that the language means something different than what he represented.

This history implicates principles underlying equitable estoppel and, more specifically, the role of legislative history in interpreting ordinances. Wisconsin courts apply estoppel against governmental entities sparingly and only in limited circumstances. See Hocking v. City of Dodgeville, 2010 WI 59, ¶¶ 20–23, 326 Wis. 2d 155, 785 N.W.2d 398. This memorandum does not contend that estoppel would legally bar the Council from amending MGO §§ 5.19 or 5.20. It does contend that where the OCA drafted the original ordinance and provided contemporaneous representations to the Council about its meaning and intent, those representations should carry substantial interpretive weight when the Council evaluates subsequent characterizations that materially differ from them.

NARROWING RECORDS ACCESS

Under the current ordinance, MGO § 5.19(7)(i) provides that "The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, computer databases, and other information necessary to fulfill the duties of the OIM." Govindarajan Amendment 1 would remove the term "computer databases" from this list and would instead condition OIM's access to certain records and data on the terms of a memorandum of understanding (MOU) negotiated with MPD and the OCA.

State and federal law already limit which criminal justice databases—such as computer-aided dispatch (CAD) systems, records management systems (RMS), and CJIS-connected databases—can be accessed by non-law-enforcement personnel and under what conditions. The existing "to the extent permitted by law" clause makes certain that OIM's access rights stay bounded by those legal limits. Removing "computer databases" from the ordinance adds an additional, local limitation on top of those existing legal requirements.

A Solution in Search of a Problem

The current ordinance already limits access "to the extent permitted by law." Haas argues that "MPD cannot provide the OIM with the ability to search within the databases and risk information being altered or compromised." That concern does not require an ordinance change. Database systems routinely support read-only access that prevents modification of records while permitting queries and retrieval, and MPD's own Standard Operating Procedure on TIME and CJIS Systems Use already requires that authorized users be granted "the minimum level of permissions to meet respective job duties," a role-centered access control that prevents modification of records.[32] Portland and Denver have granted oversight bodies direct database access without this concern arising as a legal barrier.[33] The effect of this amendment is not to address a security problem that cannot be solved otherwise. It is to permanently restrict OIM's access beyond what the law requires.

The drafting history makes this point with unusual clarity. The July 23, 2020, draft ordinance did not include "computer databases" in the records access provision. A drafting note on that section flagged the question of whether to add "to the extent permitted by law" and how to handle records whose disclosure might be legally restricted. The July 29, 2020 draft—authored by Assistant City Attorney John Strange, who co-authored Haas's July 8 memo and is named in the Workgroup's

[32] Madison Police Department, Standard Operating Procedure, TIME and CJIS Systems Use and Dissemination of Records, eff. date 03/16/2026, available at https://www.cityofmadison.com/police/documents/sop/TIMEsystemUse_0.pdf.

[33] Portland City Code § 3.21.070(C) ("IPR will also have direct access to original database sources as permitted by state and federal law"); Denver Revised Municipal Code § 2-390(a) (requiring departments to provide "complete access to department… databases… and all other items"). Both model ordinances were included in the 2020 legislative file.

acknowledgments—resolved both questions: it added "to the extent permitted by law" and simultaneously added "computer databases" to the list of materials to which the OIM would have unfettered access.[34]

That language was carried through to the enacted ordinance without change. Whatever prompted the addition—whether a Workgroup request, review of the Portland and Denver model ordinances the Workgroup was examining, or another consideration—the change was made deliberately during a process in which the OCA was actively involved in drafting, and the final language was reviewed and cleared by the OCA under MGO § 3.07 before the Council voted. Removing "computer databases" now does not clarify existing practice. It reverses a deliberate choice made during a drafting process in which the OCA participated and that it cleared.

Workgroup minutes from July 27, 2020, reflect that Haas specifically raised the legal issue of whether the Independent Monitor and PCOB could be given "unfettered access" to MPD documents outside the public records process, and the Workgroup nonetheless chose to adopt ordinance language guaranteeing such access "to the extent permitted by law" and explicitly including "computer databases."[35]

The MOU Transforms Cooperation Into a Ceiling

Under MGO § 5.19(2), "[t]he Monitor is responsible for ensuring that the duties of the OIM are fulfilled in consultation and collaboration with the Board." MGO § 5.19(5) further provides that "[t]he Monitor shall report directly to the Board and the Board's Executive Subcommittee" and that "the Monitor shall act as directed by the Board and the Board's Executive Committee." These provisions make clear that the Monitor's authority is exercised in relation to, and subject to direction from, the PCOB.

Haas correctly notes that an MOU was negotiated with the previous Monitor and frames the proposed amendment as a codification of current practice. But codifying the MOU requirement as a mandatory process negotiated with Haas transforms what was once a cooperative working arrangement into a legally required access ceiling. Haas's 2020 memo resolved the access question by adding "to the extent permitted by law" and leaving the rest to the exercise of discretion and cooperation. Haas does not identify the specific access problems that have arisen or explain why existing language cannot address them. Before acting on April 21, the Council should ask what those problems are and whether a different solution that preserves unfettered access rather than further restricts it better serves the public interest.

The January 2024 MOU, signed by former Independent Monitor Robin Copley and Chief Barnes, was the product of a cooperative working relationship with a Monitor who had no prior experience in

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[34] Compare Draft Ordinance, MGO §§ 5.16–5.17, July 23, 2020, § 5.16(7)(j) ("The OIM shall have unfettered access to all MPD records, policies, Standard Operating Procedures, data, and other information necessary to fulfill the duties of the OIM") with Draft Ordinance, MGO §§ 5.18–5.19, July 29, 2020, § 5.18(7)(i) ("The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, computer databases, and other information necessary to fulfill the duties of the OIM") (emphasis added). Both drafts identify Assistant City Attorney John Strange as author in their document properties. The enacted ordinance, MGO § 5.19(7)(i), follows the July 29 language without change.

[35] Haas raised this issue during the Workgroup's discussion of Agenda Item 3 (Legistar File No. 61172) at its July 27, 2020 meeting. See Alder Workgroup to Develop Logistics & Operational Details for MPD Independent Civilian Oversight, Minutes of July 27, 2020 Meeting, at 2, Legistar Event ID 796975, available at https://madison.legistar.com/View.ashx?M=M&ID=796975&GUID=BE542EB0-723A-41CC-AEE0-151798AA001F; see also Legistar File No. 61172, Staff update on progress of ordinance draft, available at https://madison.legistar.com/LegislationDetail.aspx?ID=4582095&GUID=CEDE0060-1A9F-4468-A30A-C3C41CED5994.

police civilian oversight.[36] Several of its provisions ceded authority expressly granted to the OIM by the Council in the enabling ordinance, apparently without recognition of the significance of those concessions. For example, Section E of the MOU routes OIM's requests for MPD data through MPD's public records process rather than accepting the direct "unfettered access" contemplated by MGO § 5.19(7)(i). Section G requires OIM to consult with MPD before publicly releasing information relating to active investigations or personnel matters, a condition not found in MGO § 5.19(7) and arguably inconsistent with the OIM's independent reporting role under MGO § 5.19(7)(k). Section I provides that the MOU may be amended only with the consent of both the Chief and the Independent Monitor, witnessed by the City Attorney, effectively giving MPD and the OCA veto power over any future changes affecting OIM's access rights.[37]

The national standards before the Council at the time of enactment run counter to Amendment 1. NACOLE's Recommendations for Effective Practices, part of the 2020 legislative file, states at Section V(B) that '[l]egislation establishing civilian oversight must explicitly address an oversight agency's unfettered access to relevant records and documentation, as well as the law enforcement agency's obligation to cooperate with the oversight agency's request in a reasonable and timely manner.' Section V(E) states that "[d]irect access to law enforcement databases reduces delays in information requests, permits the civilian oversight agency to run advanced queries of the database content, and ensures the accuracy and integrity of the overseen law enforcement agency's data."[38]

Both Portland's and Denver's model ordinances, also in the legislative file, explicitly protect direct database access using language parallel to MGO § 5.19(7)(i). Portland's ordinance states that the office "will also have direct access to original database sources as permitted by state and federal law." Denver's ordinance requires departments to provide "complete access to department… databases… and all other items, whether in paper, electronic, or other form."[39] The Council enacted MGO § 5.19(7)(i)'s unfettered access language with these models before it. Amendment 1 would move Madison below the floor set by those models, not merely clarify the existing standard.

CJIS Compliance: A Collaborative Way Forward

Rather than treating CJIS security requirements as a justification for narrowing the OIM's ordinance-level access rights, the Council should direct MPD and the OIM to work collaboratively to achieve CJIS compliance and reduce the regulatory and administrative obstacles to direct access. That is the approach recommended by national best practices, and it serves the public interest. The question

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[36] See "Police Civilian Oversight Board Names Another Independent Police Monitor," Fox47, October 28, 2022 (noting Copley's prior experience as Milwaukee Police Department open records legal advisor and paralegal for the Milwaukee Fire and Police Commission), available at https://fox47.com/news/local/police-civilian-oversight-board-names-another-independent-police-monitor; "Madison Names Its 2nd First Independent Police Monitor," WMTV15, October 28, 2022 (same; PCOB Chair Burnette emphasized experience "developing processes to ensure transparency and expedite public records requests"). Copley's prior experience was in records management and administrative legal work inside law enforcement agencies, not in conducting civilian oversight investigations. WMTV15 article available at https://www.wmtv15news.com/2022/10/28/madison-names-its-2nd-first-independant-police-monitor/.

[37] Memorandum of Understanding between the Madison Police Department and the Office of the Independent Police Monitor regarding Access to MPD Records and Information, signed January 2, 2024 (Haas) and January 4, 2024 (Barnes and Copley), available at https://tinyurl.com/MPDOIMMOU.

[38] NACOLE, Recommendations for Effective Practices, Section V(B), Enabling Legislation Language Relating to Accessing Department Records, and Section V(E), Direct Access to Law Enforcement Databases (June 1, 2020), included in the 2020 legislative file, available at https://madison.legistar.com/View.ashx?M=F&ID=8637311&GUID=7435CBAD-56E2-47BA-BA0B-515C8F37F90C.

[39] Portland City Code § 3.21.070(C) ("IPR will also have direct access to original database sources as permitted by state and federal law"), available at https://www.portland.gov/code/3/21#cid_679164; Denver Revised Municipal Code § 2-390(a) (requiring departments to provide "complete access to department… databases… and all other items, whether in paper, electronic, or other form"), available at https://www.denvergov.org/Government/Agencies-Departments-Offices/Agencies-Departments-Offices-Directory/Office-of-the-Independent-Monitor/Operating-Documents. Both model ordinances were included in the 2020 legislative file.

before the Council is not whether CJIS security requirements are real; they are, but whether the right response is to restrict the OIM's access rights in the ordinance or to pursue a compliance pathway that addresses the security concern without eliminating those rights. Haas's memo chooses restriction. This memorandum recommends compliance.

Haas cites the FBI's Criminal Justice Information Services (CJIS) security requirements to justify removing "computer databases" from the OIM's ordinance-level access rights. His memo implies that CJIS security is an obstacle to OIM access. It is not. The CJIS Security Policy establishes a compliance structure for government entities outside law enforcement to obtain secure access to criminal justice information.[40]

The framework is designed specifically for situations in which government entities outside law enforcement need access to criminal justice records. Haas's 2026 memo does not acknowledge this pathway. Notably, a current MPD employee has stated publicly that MPD already allows other government employees to access MPD records on MPD computers, suggesting that the security barrier Haas describes is not as absolute in practice as his memo implies.[41]

The OIM should become CJIS-compliant for systems and staff who need direct access to MPD records and databases. For designated OIM staff, this would mean fingerprint-based background checks, CJIS Security Awareness training, adherence to the FBI's 13 CJIS security policy areas, and use of CJIS-compliant technology systems. Once OIM's systems and designated staff meet CJIS compliance requirements, OIM personnel could access MPD records and databases directly, subject to applicable CJIS security requirements, without submitting individual records requests. This would substantially reduce the administrative burden on MPD staff, who currently must process each individual request, and, over time, could eliminate routine records requests for many categories of information, saving both agencies time and resources.

MPD's own Standard Operating Procedure on Third Party Database Use, most recently reviewed in January 2026, already requires that database access comply with "applicable MOUs, agreements, and contracts." That framework is precisely the structure this memorandum recommends for OIM access. The compliance architecture MPD needs to extend direct access to a CJIS-compliant OIM already exists within MPD's own policy structure.[42]

A Positive Path Forward
These concerns can be addressed directly, without weakening the OIM's ordinance-level access rights, by clarifying the OIM's obligations to safeguard confidential and legally protected information. The Council could, for example, amend MGO § 5.19 to add language along the following lines:

> *"The Monitor, OIM staff, and any contractors or agents working on behalf of the OIM, including outside attorneys and investigators, shall safeguard confidential, legally privileged, and otherwise protected information and records obtained in the course of their duties, and shall not disclose such information or records except as required or authorized by law. For purposes of state and federal confidentiality and public records laws, the Monitor, OIM staff, and such contractors or agents shall be subject*

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40 FBI Criminal Justice Information Services Division, CJIS Security Policy, Version 6.0 (December 27, 2024), Sections 3.2.4 (Criminal Justice Agency) and 3.2.5 (Noncriminal Justice Agency), available at https://le.fbi.gov/file-repository/cjis_security_policy_v6-0_20241227.pdf.

41 Diane Horstman, Facebook post, March 25, 2026, available at https://tinyurl.com/49jwzx6m (stating that MPD allows other government employees to access MPD records on MPD computers).

42 Madison Police Department, Standard Operating Procedure, Third Party Database Use and Dissemination, eff. date 11/30/2017, reviewed 01/31/2026, available at https://www.cityofmadison.com/police/documents/sop/ThirdPartyDatabase.pdf.

> *to the same duties and penalties as the legal custodian of the records for any unlawful or unauthorized disclosure."*

This approach tackles confidentiality and security concerns by holding the OIM and its agents to the same statutory standards and penalties as the records custodian, without reducing the access intended by the Council in MGO § 5.19(7)(i).

Implementing CJIS compliance for OIM systems and staff would require coordination with state CJIS authorities and MPD, as well as formal approval in accordance with applicable CJIS policies. Nonetheless, the framework is specifically designed to accommodate non-law-enforcement government entities that need secure access to criminal justice information, and it presents a constructive route forward that addresses genuine security concerns without narrowing OIM's ordinance-level access rights.

The PCOB should require OIM to pursue CJIS compliance as an immediate priority, and the Council should consider codifying that requirement in MGO § 5.19. Specifically, the ordinance could be amended to require designated OIM staff to complete the CJIS Security Awareness training, fingerprint-based background checks, and any state-mandated TIME/CJIS user certifications necessary to maintain CJIS compliance, as a condition of the office's direct access to MPD records and databases. This resolves the legitimate security concern Haas raises, preserves the Monitor's unfettered access rights under the ordinance, substantially reduces or eliminates the records request process for both agencies, and does so without any amendment that restricts OIM's ordinance-level access rights. If Haas's concern is sincerely about security rather than limiting access, he should be fully receptive to this approach.

To the extent the Council wishes to address CJIS compliance and records access in the ordinance, it could amend MGO § 5.19(7)(i) and add a new subsection (i)(1) as follows:

> *"The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, computer databases, and other information necessary to fulfill the duties of the OIM. Such access shall not require MPD's prior approval and shall not be conditioned on or delayed by any MPD determination regarding the status, sensitivity, or security classification of the requested records."*[43]
>
> *"(1) OIM staff who access records or databases subject to applicable state or federal security requirements, including the FBI Criminal Justice Information Services (CJIS) Security Policy,*[44] *shall obtain and maintain the certifications, credentials, and training required by those frameworks as a condition of such access. OIM staff are subject to the same legal penalties as MPD personnel for any unlawful or unauthorized disclosure of records accessed under this section."*[45]

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[43] Current MGO § 5.19(7)(i) ("The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, computer databases, and other information necessary to fulfill the duties of the OIM"), available at https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO.

[44] See supra note 40.

[45] Portland City Code § 3.21.070(J) (making the IPR Director subject to the same penalties as the legal custodian of records for any unlawful or unauthorized disclosure), available at https://www.portland.gov/code/3/21.

EXPANDING COUNCIL ENFORCEMENT AUTHORITY

Haas argues this provision addresses the "unique nature" of having a volunteer board supervise a City employee and allows the Council to take corrective action if OIM does not comply with City policies. The proposed language would give the Common Council authority to "enforce City policies and procedures regarding operations of the OIM and the actions of the Independent Monitor consistent with City ordinances, rules and procedures."

The proposed language raises two additional concerns that Haas's memo does not address. First, it provides no enforcement mechanism. Ordinary enforcement of City policies against a City employee runs through Human Resources and the Mayor's supervisory chain. The OIM was deliberately placed outside that chain in 2020. The proposed language gives the Council enforcement authority without defining what that means—no notice requirement, no opportunity for the OIM to respond, no standard of review, and no limit on remedies. The Monitor would have no procedural protections against its exercise.

Second, "City policies and procedures" is not limited to written APMs or formal ordinances. It could encompass informal directives, IT department guidance, HR practices, legal opinions from the OCA, or any administrative expectation any City department chooses to assert. The OIM would have no way to know in advance what it must comply with, and no basis to challenge whether a given policy is legitimate. That is not a compliance structure. It is a mechanism that gives any City department broad latitude to impede the OIM's work after the fact, without advance notice and without legislative authorization for the specific requirement being enforced.

Haas asserts that this provision does not affect MGO § 5.19(6)(b)'s prohibition on City officials interfering with OIM's investigative work. But the proposed language is not limited to administrative compliance. It covers "operations of the OIM and the actions of the Independent Monitor." That is a broad grant with no limiting principle. The line between administrative operations and investigative independence does not draw itself; under this provision, the Council, not the PCOB, would draw that line. This directly conflicts with the structure established by the original ordinance.

The Council retains general appropriations authority over the OIM's budget as it does for all City agencies, and the ordinance already requires the Monitor to collaborate with the Human Resources Department in recruiting and hiring staff and to follow City contracting requirements when engaging independent contractors, but the new language in MGO § 5.19(6)(c) granting the Council authority to "enforce City policies and procedures regarding operations of the OIM and the actions of the Independent Monitor" is not so limited. To the extent the Council seeks to clarify that authority, it should do so in language expressly limited to those domains. For example, if the Council chooses to amend the ordinance, it could provide that:

> *"The Common Council may enforce generally applicable City Administrative Procedure Memoranda with respect to the Office of the Independent Police Monitor. Nothing in this subsection shall be construed to authorize the Council or any City official to direct, limit, or interfere with the powers and duties of the Monitor and the Office of the Independent Police Monitor as set forth in MGO § 5.19(7)."*

ALDER MAYER'S AMENDMENT

Under the current ordinance, there is no explicit prohibition on a sitting alder serving on the PCOB. The Council could, as a matter of appointment practice, choose to place an alder on the Board, but it is not required to do so, and in practice, the PCOB has operated without a mandatory alder seat.

Alder Mayer's amendment would change that default by requiring that a sitting alder serve as a voting member of the PCOB, appointed by the Council President for a one-year term.

Under the current ordinance, the Council already exercises appointment authority over one voting member and one alternate member, with no role for the Mayor in their appointments.[46] MGO § 5.20(3)(b) creates three distinct appointment categories: nine members jointly appointed by the Mayor and Council from community-based organization nominees; one member and one alternate appointed by the Mayor and confirmed by the Council; and one member and one alternate appointed and confirmed by the Council alone. Mayer's amendment does not rely on that existing Council-only category. Instead, it creates a new, mandatory category: a sitting alder who serves as a voting member of the PCOB while also voting on the OIM's budget, ordinance amendments, and personnel from the Council dais. That is a qualitatively different form of political representation than any of the three existing categories and represents a structural change.

This shift from a permissive possibility to a mandatory alder seat is significant for the Board's independence. The original ordinance was deliberately designed to limit direct political influence over PCOB membership. Nine of the eleven voting members are nominated by designated community-based organizations under MGO § 5.20(3)(a)3, a departure from the normal appointment process, though they are then appointed by the Mayor and Council and confirmed by the Council. The Independent Monitor is recruited and appointed by the PCOB itself, with no role for the Mayor in that process. As City Attorney Haas noted in his 2020 memorandum, this nomination structure is "different from the normal appointment process for Boards, Commissions and Committees,"[47] and was a conscious design choice to strengthen independence.

Requiring that a sitting alder occupy a voting seat on the PCOB moves the Board closer to the standard boards-and-commissions model the Council intentionally departed from in 2020. NACOLE identifies political insulation as a basic requirement for effective civilian oversight, noting that board composition free from direct political control is essential to public confidence in the oversight process.[48] Adding a mandatory alder seat moves the PCOB in the opposite direction.

Given these standards and Madison's recent experience, making an alder seat mandatory on the PCOB risks weakening both the perception and reality of the Board's independence. While the Council may, under current law, appoint an alder under certain circumstances, it ought to be careful about making this a permanent ordinance-level requirement for a body intended to remain structurally independent from daily political influence.

Each of the four amendments raises serious concerns on its own. Together, they form a package that reduces the independence of both the OIM and the PCOB. The APM provision and legal counsel restriction subject the OIM to mayoral administrative control and remove the Monitor's ability to seek independent legal advice. The records access amendment narrows the OIM's access rights below what the Council authorized. Mayer's amendment mandates political representation on the PCOB. Collectively, these changes move the oversight structure closer to the standard boards-and-

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[46] See MGO § 5.20(3)(b)(1)–(3) (providing that nine members are appointed jointly by the Mayor and Common Council from community-based organization nominees, one member and one alternate are appointed by the Mayor and confirmed by the Common Council, and one member and one alternate are appointed and confirmed by the Common Council), available at https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO.

[47] See supra note 4, at 8.

[48] See supra note 23.

commissions model the Council intentionally rejected in 2020. The Council should evaluate these amendments as a whole rather than in isolation.

THE CONFLICT IS NOT HYPOTHETICAL: IT IS OPERATING NOW

Haas's 2026 memo itself provides the clearest evidence of the structural conflict it contends does not exist. Haas simultaneously claims to represent the OIM and PCOB without conflict, advocates amendments that would expand his office's authority over both bodies, and argues to eliminate the Monitor's ability to seek independent legal advice when the Monitor concludes a conflict exists. The proposed amendments would also directly benefit his other City clients: requiring the OIM to route legal matters through his office and to follow APMs issued by the Mayor places the Mayor, MPD, HR, and IT in a stronger administrative position relative to the OIM. When the City's legal advisor advocates for ordinance changes that expand his own authority and strengthen his other clients' positions, the conflict is apparent on the face of the memorandum. The PCOB does not need to investigate to find it.

MGO § 5.19(6)(b) provides that no City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance. When the City Attorney, acting as legal advisor to the OIM and PCOB, simultaneously advocates amendments that would materially curtail the Monitor's independence, it raises serious questions about how that advocacy is consistent with this prohibition.

The January 2024 MOU between MPD and the OIM illustrates how this conflict operates in practice. Haas was a signatory to that agreement, signing as witness alongside Police Chief Shon Barnes and Independent Monitor Robin Copley.[49] As discussed in the Narrowing Records Access section, the MOU ceded authority expressly granted to the OIM by the enabling ordinance was executed without PCOB review or approval, and under Section I reserved amendment authority jointly to the Chief and the Independent Monitor, witnessed by the City Attorney, effectively giving his office a veto over any future changes to the agreement. He is now citing that same MOU as justification for permanently codifying its restrictions in the ordinance. When the office that provides legal advice to the OIM negotiates an agreement that benefits its other City clients at the OIM's expense, excludes the PCOB from the process, and then uses the result as precedent for a permanent ordinance restriction, it is not acting as a neutral advisor. That record is difficult to reconcile with the City Attorney's claim of 5.5 years of successful representation of the OIM and PCOB. This is precisely why the Monitor's authority to retain independent legal counsel under MGO § 5.19(7)(l) must be preserved rather than narrowed.[50]

Haas acknowledges in closing that "this information is a lot to digest, particularly when it is offered on the same day as the PCOB meeting that the ordinance proposals will be considered." He delivered an eight-page legal memorandum on the day of the PCOB meeting, arguing for amendments that undermine the independence of the very bodies he claims to represent.

SUMMARY AND RECOMMENDATIONS

Haas's March 25, 2026, memorandum describes the proposed amendments as clarifications that reflect the Common Council's original intent. The legislative record does not support that characterization. In 2020, Haas's own memos acknowledged that placing the OIM under PCOB supervision rather than the Mayor was a deliberate and unusual divergence from standard City

[49] See supra note 34.
[50] See supra note 23.

practice. The proposed APM provision does not reinforce that choice; it reverses it. The legal counsel provision would eliminate the Monitor's ability to seek independent legal advice from outside the OCA, the same office now advocating amendments that would expand its own authority over the OIM and PCOB. Notably, the Wisconsin Statutes Haas cites as requiring OIM to use his office also expressly authorize the Council to employ independent counsel for any matter in which the City is interested, which is precisely what MGO § 5.19(7)(l) does. The records access amendment removes "computer databases" from the OIM's ordinance-level access rights, reversing a deliberate decision made during a drafting process in which the OCA participated and cleared. CJIS compliance offers a technically sound alternative that addresses Haas's stated security concerns but without narrowing the OIM's access rights. Only three of the twenty current Council members were serving when MGO §§ 5.19 and 5.20 were adopted on a 19-0 vote in 2020. The Council should evaluate these amendments against that record, not against Haas's current characterization of it.

The analytical concerns identified in this memorandum are considerable and go to the core structure of the OIM and PCOB. On March 25, 2026, the PCOB voted unanimously to recommend that the Council place the proposed amendments on file with prejudice and direct alders to consult meaningfully with the PCOB before drafting any future changes. The following recommendations address the Council's immediate decision on April 21, the process for any future amendments to MGO §§ 5.19 and 5.20, and steps the PCOB should take regardless of the Council's action.

1. **The Council should review the full 2020 legislative history, including the City Attorney's 2020 memoranda, to independently assess original legislative intent.**

2. **The Council should reject any language that subjects the powers and duties of the OIM as set forth in MGO § 5.19(7) to mayoral Administrative Procedure Memoranda (APMs).** To the extent the Council seeks to clarify its authority, it should do so in language expressly limited to neutral, citywide budgetary, procurement, and administrative policies. For example, if the Council chooses to amend the ordinance, it should adopt language along the lines of:

   "The Common Council may enforce generally applicable City Administrative Procedure Memoranda with respect to the Office of the Independent Police Monitor. Nothing in this subsection shall be construed to authorize the Council or any City official to direct, limit, or interfere with the powers and duties of the Monitor and the Office of the Independent Police Monitor as set forth in MGO § 5.19(7)."

3. **The Council should preserve the Monitor's authority to retain independent legal counsel if necessary to fulfill the duties of the OIM.** The Council should reject any amendment that makes the City Attorney the exclusive legal advisor for public records, open meetings, employment, MPD records access disputes, or MOU negotiations with MPD, or that conditions the use of independent counsel on the City Attorney's consent.

4. **The Council should reject any amendment that narrows the OIM's access rights below the current "to the extent permitted by law" standard in MGO § 5.19(7)(i), including removal of "computer databases" or mandatory reliance on an MOU negotiated with MPD and the OCA.** Instead, the PCOB should require the OIM to pursue CJIS compliance for its systems and designated staff as an immediate priority, and the Council should consider codifying a requirement that designated OIM staff complete CJIS Security Awareness training, fingerprint-based background checks, and any state-mandated TIME/CJIS user certifications necessary to maintain CJIS compliance as a condition of direct access to MPD records and databases. To the extent the Council wishes to address CJIS

compliance and records access in the ordinance, it should amend MGO § 5.19(7)(i) and add a new subsection (i)(1) as set forth in the body of this memorandum.

5. **The Council should reject language granting the Council broad authority to "enforce City policies and procedures regarding operations of the OIM and the actions of the Independent Monitor" absent clear limitations.** If the Council chooses to clarify its role, any amendment should be expressly limited to enforcing generally applicable City Administrative Procedure Memoranda and should state that nothing in the provision authorizes the Council or any City official to direct, limit, or interfere with the powers and duties of the Monitor and the OIM as set forth in MGO § 5.19(7).

6. **The Council should carefully assess whether adding a sitting alder to the PCOB is in accordance with the original ordinance's independence requirements and national best practices.** In light of those standards and Madison's recent experience—including prior efforts to significantly curtail or eliminate the OIM—the Council should not add an alder to the PCOB unless it can ensure that such a change will not undermine either the perception or reality of the Board's independence.

7. **The PCOB should obtain independent legal counsel to advise on any proposed amendments to MGO §§ 5.19 and 5.20 before deliberating on them.** This is a prerequisite for any further ordinance changes affecting the structure, independence, powers, or duties of the OIM and PCOB.

8. **The PCOB should adopt a policy requiring that any memorandum of understanding or other agreement affecting the rights or operations of the OIM or PCOB be reviewed and approved by the PCOB before it takes effect.** The January 2024 MOU between MPD and the OIM was executed without PCOB review or approval; regardless of how the current amendments are resolved, that process should not be repeated.

9. **The PCOB should identify additional improvements to MGO §§ 5.19 and 5.20 that it wishes to recommend, drawing on other municipal oversight ordinances,** NACOLE's principles, and the OIM and PCOB annual reports. Any future amendments should be developed in collaboration with independent counsel and with meaningful community input, and should strengthen rather than weaken the independence, access, and effectiveness of the OIM and PCOB.

By establishing the OIM and PCOB, the Council aligned Madison with jurisdictions that support robust, independent civilian oversight of law enforcement, consistent with NACOLE's principles and national best practices. The proposed amendments, as written, would materially weaken this model by increasing political and administrative control over the OIM and limiting its ability to fulfill its mandate. Any future changes to MGO §§ 5.19 and 5.20 should be developed in close consultation with the PCOB and independent counsel, with the goal of maintaining strong independence, secure and efficient records access, and public confidence in the oversight system.

From:	Matthew Sanborn
To:	Martinez-Rutherford, Dina Nina
Cc:	All Alders
Subject:	NO to Ordinances 5.19 and 5.20
Date:	Monday, April 20, 2026 8:07:14 AM

Some people who received this message don't often get email from matt23san@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder Martinez-Rutherford,

You may receive many emails with the same content that I have included in this email, but I agree with every word. It was the unnecessary and criminal police shooting of my friend Paulie Heenan in 2012 that drove this PCOB into existence. Please do not let these amendments pass. Do not take away real and effective citizen involvement in such a deeply important part of the City of Madison. Do what you can to convince your fellow alders of this.
Thank you.

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and **the driving force behind these amendments**: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so **at the expense of civil rights, and the health and safety of city residents**. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney **does not offer** the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, **the City Attorney must not serve as their source of legal oversight, advice, and representation**.

OIPM ordinance 5.19

https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO

PCOB ordinance 5.20
https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies

(that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups **that are violating rules experience no such attention**. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,
Matthew Sanborn
3637 Sargent Street

From:	Kristen Schoepke
To:	All Alders
Subject:	proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20
Date:	Saturday, April 18, 2026 10:59:04 AM

Some people who received this message don't often get email from kschoepke@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder Figueroa Cole (and all alders),

I urge you to vote against the proposed amendments below.

OIPM ordinance 5.19
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO)

PCOB ordinance 5.20 [https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO)

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

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Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Consider the following:

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why I believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

First, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and

therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

This is a make or break issue for me.

Sincerely,
Mrs. Kristen Schoepke
5105 Denton Place
Madison, WI
53711

From: Paul Scott
To: All Alders
Date: Monday, April 20, 2026 12:38:04 PM

Some people who received this message don't often get email from pascott2001@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

This office is a total waste.

I filled a complaint against an office using their online complaint form, including the area "suggested punishment".

Eventually got a reply. This office didn't accept my complaint because I filled in the Suggested Punishment space.

I emailed them immediately and sent them a screenshot of the "suggested punishment" area in THEIR complaint form.

Ended with REPLY REQUESTED.

Tried calling several times. Left simply messages only asking for a return call.

THAT WAS MONTHS AGO.

Defund that office now.

They were having just too many problems with Pelleton (sp) because Pelleton was in BIG trouble for assaulting Madison police officers after she tried to assault our police officers, who are demoralized because of how some Madison residents behave.

And our DA didn't even charge DUI to Pelleton's drinking buddy who also assaulted our police officers.

That's a whole lot of looking the other way.

Power has special privileges not available to ordinary taxpayers like me.

Reply requested.

From: Paul Terranova
To: All Alders
Subject: Please oppose amendments to independent police oversight ordinances
Date: Sunday, April 19, 2026 6:04:58 PM

Some people who received this message don't often get email from pterranova1@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

I am writing to ask you to oppose the proposed amendments to independent police oversight ordinances.

We need real independence in these bodies and positions. Otherwise they become more window dressing.

Madison tends to see ourselves as at the cutting edge on issues of justice, but when it comes to giving up control and power (which is what true independence entails), we tend to pull back. Please don't do that again in this instance.

Paul Terranova
1821 Helena St
Madison, WI 53704

From: Kevin E. Walsh
To: All Alders
Subject: Proposed Amendments to Ordinances 5.19 (OIPM) and 5.20 (PCOB)
Date: Monday, April 20, 2026 9:11:18 AM

You don't often get email from kevinewalsh@outlook.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders:

I am a city resident writing to oppose the proposed amendments to the Office of the Independent Police Monitor (OIPM) Ordinance 5.19 and Police Civilian Oversight Board (PCOB) Ordinance 5.20. These amendments would reduce the independence of police oversight by

1. Preventing access to police data and other records, which should be public,
2. Requiring the use of the City Attorney, which could be a conflict of interest, and
3. Placing an elected official on the Oversight Board, diluting the civilian membership.

For these reasons I ask you to vote against the amendments.

Sincerely,

Kevin E. Walsh
566 S Segoe Rd
Madison, WI 53711
608-609-7093

From: Lisa Zwart
To: Police Civilian Oversight Board; All Alders
Subject: Proposed amendments
Date: Wednesday, April 1, 2026 5:07:56 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello,
I am writing to voice my opposition to the proposed amendments to the ordinance that governs the OIM/PCOB.

I would like to see the funding and records access be brought up to the national standard here in Madison, WI.

The amount of time wasted should be over at this point. You've got a very capable Independent Monitor and an office that is finally functional. Give them the proper tools to do their jobs.

Sincerely,
Lisa Zwart
zwart.lisa@gmail.com

From: Mike Barnett
To: All Alders
Subject: OIM
Date: Monday, April 20, 2026 5:08:57 PM

Some people who received this message don't often get email from mike49barnett@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Alders,
Defund Office of Independent Police Monitor.
Thank you,
Michael Barnett 4714 Agate Ln, Madison, WI 53714

From: Olivia Barrow
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: Reject Proposed Amendments to the OIPM and PCOB
Date: Monday, April 20, 2026 4:24:34 PM

Some people who received this message don't often get email from obarrow12@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

I'm a Madison resident and I'm concerned about the proposed amendments to the OIPM and PCOB ordinances, as they would both reduce the independence of these important oversight mechanisms and create inherent conflicts of interest. That independence is critical to both oversight functions. As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

Please leave the ordinances 5.19 and 5.20 as they are and, for now, instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

--
Olivia Barrow
Pronouns: She/Her/Hers
Cell: 919.599.6316
obarrow12@gmail.com
www.oliviabarrow.com
(Based in Central U.S. Time)

From: Philippa Bergmann
To: Noah.L.Lieberman@gmail.com; ellenfordistrict8@gmail.com; All Alders
Subject: Please oppose #55 at Common Council 4/21
Date: Monday, April 20, 2026 9:22:31 PM

Some people who received this message don't often get email from pb.supercherie@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello, Alders,

I'm asking that you reject all amendments to Madison General Ordinances 5.19 and 5.20. Instead of amendment after amendment, I'd like to see alders working with the OIPM and PCOB.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

Please stop trying to insert the City Attorney into the office. This is an obvious conflict of interest and it is frustrating how many amendments I've seen on this topic. The City Attorney should not be utilized by the OIPM/PCOB. The same attorney representing police cannot and should not be working with on behalf of this office.

Please keep this oversight office independent, full stop. Alders are city employees and should not be members of the office or board. Requiring use of the City Attorney neuters the purpose of this office; independent attorneys are necessary to prioritize the safety and civil rights of our citizens.

Please do not restrict access to MPD records, restrict data, restrict access, amend confidentiality in order to restrict access, and add unnecessary language to the office. Unnecessary and potentially damaging language is something as innocuous as requiring the OIPM follow all city rules and procedures, without exception. This pointed language paves the way for any and all future policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies. Alders, please do t disappoint your city by letting g this happen on your watch.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules

experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Alders, please work with this office for the betterment of our city and our relationship with police. I'm sick of the adversarial nature of these amendments. I want to see alders collaborating and supporting this office. Goodness knows the residents of this city have fought a long time and we will continue to fight for this office. We look to you to stand up for all of us and support the mission.

Thank you for your time,

Philippa Bergmann
27 Anniversary Ct

From: Fred Bergmann
To: Noah.L.Lieberman@gmail.com; ellenfordistrict8@gmail.com; All Alders
Subject: Please oppose #55 at Common Council 4/21
Date: Tuesday, April 21, 2026 12:39:50 PM

You don't often get email from fwb@innoveering.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello, Alders,

I'm asking that you reject all amendments to Madison General Ordinances 5.19 and 5.20. Instead of amendment after amendment, I'd like to see alders working with the OIPM and PCOB.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

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Thank you for your time,

Fred W Bergmann
27 Anniversary Ct

From: davidblaska@icloud.com
To: All Alders
Subject: Re: Agenda Item #55
Date: Monday, April 20, 2026 6:53:26 PM

Some people who received this message don't often get email from davidblaska@icloud.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Let's face it, the independent police monitor has been one giant toothache for all its 5 years.

It was founded on a lie — the lie that Madison police are institutionally racist.

It was created as political ransom to buy off the social justice warriors, their bullhorns, and their reckless charges of racism in the hysteria after George Floyd.

If Madison police were racist, where are the civil rights judgments? Where are the Department of Justice consent decrees? Correlation is not causation, people! Madison schools discipline boys 59% of the time even though they constitute 51% of the student body. What do our schools have against boys?

Its oversight board requires at least one member with a criminal history. Nominees are accepted only from a curated list of social justice agencies. Republicans need not apply.

It first offered the job to a sexual harasser and then hired a man who got a sex change operation but did little else.

Here's a quote: The Independent Police Monitor "fishes through research papers … so that they can create some kind of sanction or punishment for the police department." Who said that? Madison Police Chief Shon Barnes right before he bailed on Madison.

The Monitor reports that 8 cases have been closed; chief among them an incident where a police sergeant on State Street declined to return a fist bump to a "young adult" and followed with a profanity or two. The Department had already disciplined the sergeant.

Talk about entitlement! Now its supporters demand the police monitor and its oversight board be immune from City personnel, I.T., procurement, and public records rules. Its data cruncher plays with sensitive crime reports on his personal computer at his home with no supervision.

Independent? Then why was Greg Gelembiuk a regular at the Justice for Tony rallies defending the convicted felon and drug abuser who attacked a cop?

Conflict of interest? It will actually pay people to sue the City! Maia Pearson is only the latest chairman of the Police Civilian Oversight Board to be arrested. Don't worry, the monitor is investigating on her behalf!

The whole apparatus is duplicative. The Police & Fire Commission can impose discipline and even terminate — THAT is real oversight!

It is more trouble than it is worth. After $1.4 million in taxpayer money and $273,000 paid out in racial discrimination law suits. How is that for irony! Add staff time babysitting this troublesome child and the loss of public credibility to this sorry ledger.

Madison police don’t need this institutional bullyragging. They need body-worn cameras, our respect, and our thanks.

David Blaska

Madison, WI 53711
608-575-3373
davidblaska@icloud.com

Visit the **Blaska Policy Werkes** at www.davidblaska.com

From: Esty Dinur
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: OIPM/PCOB
Date: Monday, April 20, 2026 9:03:59 PM

Some people who received this message don't often get email from eedinur99@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge four facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

OIPM ordinance 5.19
[https://library.municode.com/.../codes/code_of_ordinances...]
(https://library.municode.com/.../codes/code_of_ordinances...)

PCOB ordinance 5.20 [https://library.municode.com/.../codes/code_of_ordinances...]
(https://library.municode.com/.../codes/code_of_ordinances...)

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense

to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20 as they are and, for now, instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

Esty Dinur
...for, truly, I am not a website and my name is not Etsy.

From: John Fons
To: All Alders
Subject: Support Agenda Item #55
Date: Tuesday, April 21, 2026 3:11:58 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

It has come to my attention that members of the Office of the Independent Monitor and/or Police Civilian Oversight Board are using unauthorized and vulnerable personal computers and software to download and store sensitive information obtained otherwise from the Madison Police Department.

You are in possession or should be in possession of a memo issued by Madison Police Chief John Patterson dated November 5, 2025 in which he expresses the greatest possible concern for the integrity of information related to the Madison Police Department and far beyond into the community and the rights and lawful expectations of both victims of crime and witnesses involved in criminal cases.

The City of Madison is playing with fire by allowing civilians without proper or due regard for procedure or the complexities of criminal prosecution to obtain and store or disseminate sensitive information subject to accident or intrusion by nefarious or outside sources.

What this situation does if allowed to continue is invite with open arms massive law suits brought for just cause against the City of Madison for allowing the integrity of criminal justice to be breached without regard for anything but the convenience of those who wish to roam through classified records at their own discretion and do with critical information what they will.

Vote in support of Agenda Item #55 if you value not only the safety and security of criminal justice in Madison, but your own integrity and liability lest you be found complicitous with shoddy and casual official conduct which destroys public trust and disregards financial consequence, to say nothing of the effect on individuals who may be further victimized by having their identities and details of their ordeals become public on line.
.

John Fons
4634 Tokay Blvd.
Madison, WI 53711
608-236-0844 Hm
661-917-0850 cell

From: Sharon Irwin Henry
To: Madison Mayor; Madison365 Newsroom; All Alders; Police Civilian Oversight Board; Haas, Michael R; Patterson, John; Gelembiuk, Gregory W; Office of the Independent Police Monitor; Glass, Aeiramique
Subject: City council meeting agenda item 55
Date: Tuesday, April 21, 2026 11:44:11 AM

Some people who received this message don't often get email from sharonirwin18@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

I am Sharon Irwin Henry. Some of you know who I am.
We started building the foundation for the PCOB in 2015, after Matt Kenny a MPD officer, shot and killed my grandson Tony Robinson. It was ratified on the heels of George Floyd's very public death, in 2020.

It mattered then, and it still matters now. We built this with intention.

The Office of the Independent Police Monitor was not designed to sit under the Mayor , nor be filtered by the Police Department. It was designed to stand beside them—independent—so the community could trust it.
Right now, what I'm seeing is not a clarification for amendments to ordinances 5.19 and 5.20. It is a shift in control.
You are placing unnecessary layers between the Office of the independent Monitor and the truth it is supposed to uncover. This office is meant to have unfettered access to records, have the ability to act independently, and even retain its own legal counsel.
If there are operational problems, then fix the operations. Don't weaken the structure.
I want to raise two very specific points.
First—if access to sensitive data is the concern, then treat the Office of the Independent Monitor the same way law enforcement is treated under Criminal Justice Information Services. Those are the federal standards used to vet and secure access to criminal justice data. They are the recognized national standard for handling that information securely.
Do the same for the Independent Monitor and their staff, CJIS vet them.
Give them the resources. Give them the time.
You cannot expect accountability without giving them the tools to do the job.
Right now, what I see are restrictions without real solutions—except shifting control to the City Attorney and the City itself.
Second—if there are concerns with the 2024 Memorandum of Understanding, then rewrite it. Let the new Chief of Police and new independent monitor build a better agreement together that reflects today's leadership and today's needs.
Do not codify a flawed process into law.
What we created in 2020 was deliberate. It was supported by the community. It was built to hold power accountable—not to be absorbed by it.
Please do not undo that.

Michael, this is not your role to control. You cannot ethically serve as city legal counsel and both the police and the office that oversees them. That is a conflict of interest—and you know it.
fear lives here—fear of lawsuits, fear of findings, fear of accountability. But so does another possibility. Transparency creates trust. Accountability creates change. And we can move into a future where these incidents stop

Terrell's case is not the only case waiting.
He matters. These Families coming to the OIM they matter. The PCOB matters. This office matters.
And your vote matters.
Set this proposal aside. slow this down. Table it. Do this right. Work with the Board. Vet the OIM staff. Let Meeka and Chief Patterson build an MOU that works. Protect the independence you promised this community.

Thank you For your continued support for what matters.

Sharon Irwin-Henry

From:	Barbie Jackson
To:	All Alders
Subject:	4/21, Item 55 - I oppose and take issue with barrage of ordinance change proposals
Date:	Monday, April 20, 2026 5:29:50 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders:

Please vote no on April 21, 2025 on

Agenda Item: 55 92386
SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.

I have registered in opposition for the following reasons:

1. Please reference this lucid explanation of the reasons against this change, which is a very informative blog post detailing the issues by Alex Saloutos.
2. The sponsor raises concerns about certain operational issues with the OIPM. However, in the brief period since appointment of the Interim Independent Monitor, there has been a concerted effort to address past operational issues and significant progress has been made toward a fully responsive and well-functioning office. Introduction of ordinance changes to address concerns instead of supporting the efforts to rectify problems is an extreme measure. Council members who consistently harass the PCOB and the OIPM with proposed ordinance changes, demands for more information from the underfunded office, and demands for rapid commentary on the steady barrage of proposed ordinance changes appear to be set on a hostile destruction of the office and board rather than on fixing the problems.
3. It is my understanding that a substitute amendment was proposed on Thursday, April 16. The rapid-fire changes and call for a vote give insufficient time for well-informed public engagement.

I call on each of you to VOTE NO on Tuesday. I further call on the Common Council as a whole to address the process concerns I have raised about (a) continuous proposals to change the ordinances and (b) the insufficient time for public engagement by the last-minute introduction of amendments and substitutions. The public deserves and I demand transparent engagement of the public in any future proposals to the Common Council on this matter.

Thank you for addressing my concerns.
Barbie Jackson, a 59-year resident of Madison
6441 Dylyn Drive
Madison, WI 53719
608-234-8118
barbie.g.jackson@gmail.com

From: Brian Juchems
To: All Alders
Subject: Please vote no against all amendments to 5.19 and 5.20
Date: Tuesday, April 21, 2026 9:58:53 AM

Some people who received this message don't often get email from brianjuchems@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Madison Alder,

I know you get a lot of email so I'll be brief.

Please vote against all amendments to Madison General Ordinances 5.19 and 5.20.

Building trust between the public and the police is a long-term, ongoing project. It probably feels inconvenient, messy, and something to rush. Threatening the independence and transparency of this work is not the right answer.

Now is the time to invest in meeting national recommendations for funding independent oversight of the Madison police. Please commit to building trust and safety by investing in the Office of the Independent Police Monitor and the Police Civilian Oversight Board, making sure to fully fund and staff both in the coming fiscal year.

Thank you for your work and service to all members of our Madison community.

With gratitude,

Brian Juchems
3534 Dawes St
Madison, WI 53714

From: jo kelley
To: All Alders
Subject: Against OIPM amendments
Date: Monday, April 20, 2026 1:31:47 PM

Some people who received this message don't often get email from jokelley360@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hi Yannette,

I am contacting you today to urge you to vote against all amendments to Madison General Ordinances 5.19 and 5.20. The Office of the Independent Police Monitor must be truly independent of the existing systems in order to fulfill its function to bring independent accountability to the systems under its review. If accountability and equity could be achieved by the existing systems, we would not be experiencing the disparities documented in our community.

Thanks,

Jo Kelley

From: Sharon Kilfoy
To: All Alders
Subject: Police Oversight
Date: Monday, April 20, 2026 10:19:37 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alderpersons,
PLEASE vote down any and all amendments that the PCOB and OIPM have not approved!
So much hard work has been done to get the PCOB up and running – much of it with couched "help" from the city, which is actually meant to derail the process.
The PCOB is something Madison vitally needs. You are in a position to make a huge difference by supporting the PCOB, rather than supporting those whose interest lies in creating more barriers.

Please look into the history of Madison's PCOB and PCOB's around the country. This might be the most important effort you make while an alderperson.
Once again, do not second guess the hard work that has already been done. See what it is that you can do to HELP the process rather than hinder it.

And, perhaps, most importantly, ask yourself, "WHY is the city of Madison actually opposed to a well-functioning PCOB???????
What is most important here? Lives of citizens or votes?
I urge each and everyone of you to step up and do the right thing – lives, literally, depend on it.

Thank you
Sharon Kilfoy
Director
Williamson St Art Center
1020 Williamson St
Madison, WI 53703
608-658-3736
www.willyart.net

From: Brian Lavendel
To: All Alders; Mayor
Subject: harmful proposals: civilian police oversight ordinances M.19 and M.20
Date: Monday, April 20, 2026 1:23:42 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Members of the Madison City Council,

Six years ago, our community ensured that anyone who experienced a harmful encounter with MPD would have access to an investigatory process independent of MPD and city politicians through the creation of the Office of the Independent Police Monitor (OIPM) and the Police Civilian Oversight Board (PCOB).

It was a huge and hard-fought accomplishment. And many paid a high price to get it.

Since then, the community has had to fight to protect these gains. In the fall of 2024, it was budget cuts. Today, I understand that amendments are being introduced to make the Independent Monitor subservient to the Mayor and the Police Department, the very agency the OIM is charged with overseeing. So I am once again reaching out in regard to threats to harm our hard-fought OIPM and PCOB and asking you to vote against all amendments to the OIPM/PCOB ordinances.

While the OIPM and PCOB had a rocky start, they corrected what wasn't working, hired a new Independent Monitor, and are rapidly making positive headway. They are investigating and resolving complaints against MPD officers, generating novel findings on problematic MPD patterns and practices, and addressing Madison's stark racial disparities in policing outcomes. They need to be allowed to do their work, independently.

In the future, I urge that any proposed changes to police oversight should include advance communication and consultation not only with the agency in question, but with local community organizations, such as Freedom Inc, Focused Interruption, Nehemiah, WISDOM, YWCA, Outreach, Urban Triage, Just Dane, NAMI, Unidos, DAIS, Rainbow Project, and Commonweath Development, to name a few.

Again, I ask that you vote against these amendments to the OIPM/PCOB ordinances.

Thank you.

Yours in Community,
Brian

Brian Lavendel PhD • He pronouns • +1-608-301-5060 • 2302 Center Avenue • Madison, Wisconsin, USA • 53704 • *Teejop* (Four Lakes), ancestral lands of the Ho-Chunk Nation
The richest 1% of the world's population are responsible for as much carbon pollution as the people who make up the poorest two-thirds of humanity. --OXFAM International
The top 1% of American earners now control more wealth than the nation's entire middle class, federal data show. That's more than the combined wealth of America's middle class, a group defined as the middle 60% of households by income. --USA Today 2023

From: Carol Eunmi Lee
To: All Alders; ellenfordistrict8@gmail.com; noah@noahforcouncil.com
Cc: Glass, Aeiramique
Subject: Re: Madison Police Oversight
Date: Monday, April 20, 2026 4:53:12 PM

Some people who received this message don't often get email from carollee@wisc.edu. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Madison Alders,

I will also provide my phone number if any of you wish to contact me and ask further questions: 608-347-6838.

I can also provide names and contact information of scientists that have worked with Gregory Gelembiuk and can attest to his rigorious scientific and data analyses practices.

Dr. Gelembiuk does tend to be blunt and rough around the edges, but he is sincere and his statements and conclusions are based on sound scientific backing.

Best wishes,
Professor Carol Lee

> On Apr 20, 2026, at 1:58 AM, Carol Eunmi Lee <carollee@wisc.edu> wrote:
>
> Dear Madison Alders,
>
> I would first like to thank you for your productive and effective service. Your concerted efforts make this city a wonderful place to live. I have lived in Madison for 26 years and have really enjoyed the collegial community at my workplace and neighborhood. I have interacted with thousands of colleagues in many different communities within Madison and am truly impressed with the vibrant and rich experiences that this city offers.
>
> One of the great contributions to our community is the safety and accountability offered by the efforts of some exemplary members of our community. Unfortunately, shortly after my arrival here, many of my close colleagues departed from the University of Wisconsin, in part because of their encounters with Madison police. One distinguished faculty member that left for Harvard University complained about being repeatedly stopped by Madison police. He and several of my other colleagues have complained about “driving while Black,” and their unfortunate encounters with Madison police.
>
> More alarmingly, prior to the creation of our police oversight agency (PCOB/OIM), police shootings of unarmed civilians were once a common occurrence in Madison. Each year, there were needless shootings of multiple civilians, including Paulie Heenan (2012), Charles Carll (2013), Brent Brozek (2013), Ashley DiPiazza (2014), Tony Robinson (2015), and Michael

Schumacher (2016). These and many additional shootings have been a traumatic and unfortunate part of Madison history. Paulie was a beloved member of the near East side community who was shot by police when he took a step forward while unarmed.

***Note that these shootings have now stopped, with the efforts of many members of our community and with the creation of the PCOB/OIM. In general, interactions between Madison police and the community have greatly improved. We should not take the current calm and lack of shootings for granted, given the recent history of Madison and the once frequent shootings. In this context, current proposals that would dilute the power and independence of the PCOB/OIM provide serious cause for concern.

I have noticed that my colleague Dr. Gregory Gelembiuk has been receiving negative press and his work has been critiqued. As a scientific colleague of Dr. Gelembiuk, I can state with utmost confidence that he is a first rate scientist who has generated research results of the highest quality. Dr. Gelembiuk has published excellent studies in the fields of ecology, evolution, virology, and cancer biology in top scientific journals, such as *Nature Communications*, *Journal of Virology*, *Nucleic Acids Research*, and *Molecular Ecology*. Dr. Gelembiuk has studied statistics from the top statisticians at the University of Wisconsin, and his statistical and computational analyses are impeccable. His approach is highly rigorous, applying the best principles when analyzing a data set. Greg is known to say what people do not want to hear, but he has proven to be correct most of the time.

We should avoid going backwards, to the recent past when police shootings of multiple unarmed civilian shootings per year was the normal occurrence.

Feel free to reach out to me if you have any questions.

Professor Carol Lee

Carol Eunmi LEE, Ph.D.
Professor

Department of Biology
430 Lincoln Drive, Birge Hall
University of Wisconsin
Madison, WI 53706
carollee@wisc.edu

http://carollee.labs.wisc.edu

From: Annie Menzel
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: Please oppose amendments to Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20
Date: Tuesday, April 21, 2026 10:06:51 AM

Some people who received this message don't often get email from anniecmenzel@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

OIPM ordinance 5.19
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO](https://library.municode.com/wi/madison/codes/code_of_ordinances?

nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO)

PCOB ordinance 5.20
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO)

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20 as they are and, for now, instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

Annie Menzel
2743 E Johnson St
Madison, WI 53704

From: Bill Newman
To: Mayer, Davy; All Alders
Subject: Ammendments to the OIPM and PCOB ordinances
Date: Monday, April 20, 2026 7:20:28 PM

Some people who received this message don't often get email from newmanwj@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder Mayer,

Before reading why we urge you to oppose the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20,it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. I believe you sponsored the fourth amendment below and would like to hear your reasoning behind that decision,

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.
Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

- Reducing access to MPD Records:
In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

2.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

3.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys

strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

4.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB’s ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules

experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,
Bill Newman
2037 Rutledge St

From:	Office of the Independent Police Monitor
To:	Banuelos, Lorissa R; Duncan, John; Evers, Tag; Field, Derek; Fields, Debbie; Figueroa Cole, Yannette; Glenn, Carmella; Govindarajan, MGR; Guequierre, John; Harrington-McKinney, Barbara; Kapusta-Pofahl, Karen; Knox Jr., Isadore; Lankella, Badri; Madison, Sabrina; Martinez-Rutherford, Dina Nina; Matthews, Julia; Matthias, Isaac L; Mayer, Davy; O"Brien, Sean; Ochowicz, William; Pritchett, Joann; Tishler, Bill; Verveer, Michael; Vidaver, Regina; Windsor, Liz
Cc:	Glass, Aeiramique
Subject:	Formal Response to Ordinance Amendments and Notice of Ordinance Violations
Date:	Tuesday, April 21, 2026 11:53:48 AM
Attachments:	OIPM Memo April-21-2026 (with exhibits).pdf image001.png

Good morning Alders,

Please find attached the OIPM's formal response to the misinformed allegations presented as part of the proposed ordinance amendments as well as a formal notice of ordinance violations by city staff.

This statement has also been released to the public.

Best,

Chioma Njoku
For the Office of the Independent Police Monitor.

Office of the Independent Monitor
City of Madison
Room 501, City-County Building
210 Martin Luther King, Jr. Blvd.
Madison, Wisconsin 53703
Tel 608-261-7161
Email oim@cityofmadison.com
Web https://www.cityofmadison.com/independent-police-monitor

In compliance with State public records law, the City of Madison retains copies of ALL email messages to and from this mailbox. Email messages may be released in response to appropriate open record requests.

OFFICE OF THE INDEPENDENT POLICE MONITOR
City of Madison, Wisconsin

PUBLIC MEMORANDUM AND PRESS STATEMENT

TO: Police Civilian Oversight Board; Common Council of the City of Madison; Mayor's Office; Members of the Press; Community; Public Record

FROM: Aeiramique Glass, Interim Independent Police Monitor, Office of the Independent Police Monitor

DATE: April 21, 2026

RE: Formal Response to Documented Misinformation; Continued Opposition to Proposed Ordinance Amendments to MGO 5.19 and 5.20 (Legistar File 92386); Formal Notice of Active Violations of MGO 5.19(6)(b); Notice That the Office of the Independent Police Monitor Is Considering All Available Legal Options

OPENING STATEMENT

City leadership and staff orchestrated false statements about this office and its staff. Those false statements were used to mislead the Chief of Police into giving a media interview under false pretenses. The result was a front-page headline that damaged this office based on information that was not true. The Mayor's office inserted written claims about this Monitor into the official legislative record. Those claims are factually impossible, as the Mayor's Chief of Staff had not met me when he wrote them. That email was sent after the PCOB voted to reject these amendments. And after the record made clear the issue with the OIPM was pre-My Tenure.

City Attorney Haas told this Police Monitor and PCOB Chair Pearson in a meeting, with the Chair as witness, that Alder Govindarajan had misunderstood what the department heads were trying to communicate. He then supported the uploading of those same mischaracterized concerns into Legistar anyway to support the amendments.

The Common Council and public were given a selective record, allegations without the responses that directly contradicted them. Those responses exist. They were not uploaded. They are attached to this memo.

The email correspondence between City Attorney Haas and this office documenting the conflict of interest, the records and ordinance mandate obstruction, and the coordination with the alder sponsoring these amendments is also attached.

What follows is the account of what actually happened. The documentation confirms it. The City Attorney's office requested a list of independent investigations from the office of the independent police monitor, claiming the need to protect the City Attorney's insurance.

This office does not issue public statements lightly. What follows is issued because the public record has been deliberately shaped to support a political outcome, because false statements about this office and its staff have been used to manipulate news cycles, and because the Common Council is being asked to vote on amendments whose stated justification relies on a record that is incomplete by design.

The documentation attached to this memorandum does not require interpretation. It requires reading. What was uploaded to Legistar tells one story. What was left out tells another. This document puts both stories in the same place so that the Common Council, the press, and the public can see exactly what happened and who made it happen.

FALSE STATEMENT ONE

A Staff Member Who Gave No Interview Was Reported as Having Given One, and the Chief of Police Was Asked to Respond to a Lie

On the morning of Friday, March 27, 2026, Chief Patterson contacted this Police Monitor. He had been told by City staff that OIPM Data Analyst Greg Gelembiuk had given a sit-down interview to the

Wisconsin State Journal on March 26th, claiming that MPD was denying this office access to data. The Chief was being asked by City staff to respond to that interview.

Greg Gelembiuk gave no interview. Not a sit-down, not by phone, not in any form. He confirmed this without ambiguity when reached. He does not and would not speak to the media without explicit authorization from this Monitor. That is established office protocol that has been followed without exception. This Monitor called Chief Patterson back that same afternoon and informed him directly: the interview did not happen. The Chief told this Monitor that he had already given the interview and the reporter had never corrected the record with him during the interview the Chief then gave. This Monitor told the Chief plainly: the City is attempting to create division between this office and the Chief's Office and to discredit this office using information that is not true.

On April 17, 2026, the Wisconsin State Journal published the following: Madison police watchdog mishandles sensitive data, police chief says.

That headline exists because City staff told the Chief of Police something that was not true, did not correct it when the truth was available that same afternoon, and allowed a front-page story to be published based on a fabrication. The underlying data issue used as the basis for that fabrication was a pre-tenure matter resolved on this Independent Police Monitor's first day in office, December 8, 2025, when she met with Chief Patterson and the Assistant Chiefs and the data-sharing pause was addressed and lifted immediately. That matter was closed. It was then retrieved, attached to a fabricated interview, and used to generate a headline the weekend following a Common Council vote.

Greg Gelembiuk is cleared. Fully. He followed office protocol. He did nothing wrong. His name and professional reputation have been used as a vehicle for a coordinated effort to damage this office, and that use is documented in the sequence of events above and will not be tolerated by this IPM.

This office formally requests that Chief Patterson correct the public record and publicly condemn the conduct of City staff who provided false information to produce a response from him. This office also calls on the Wisconsin State Journal to correct the record regarding the interview that was never given and the false premise on which its April 17, 2026 story was constructed, and to stop the biased and misleading media coverage of the Office of the Independent Police Monitor.

FALSE STATEMENT TWO

The Mayor's Chief of Staff Characterized This Monitor in Writing Before They Had Ever Met, Days After the PCOB Voted to Reject These Amendments

April 4, 2026, Mayor's Chief of Staff Sam Munger sent an email to Alder Govindarajan stating that this Police Monitor had specifically asked the Mayor's office not to reach out to PCOB Chair Pearson about their concerns about this Police Monitor, and that this Monitor had scolded them on several occasions for doing so (Mayor's Office Email).

This Monitor met Sam Munger for the first time on April 8, 2026. That was the first time she had been in the Mayor's office. The first time she had a meeting with the Mayor. The first time the Mayor introduced her to his Chief of Staff. All on April 8th. His email was dated April 4th.

The alleged incidents are not in dispute. They are impossible. There is no occasion on which these conversations could have taken place with Mr. Munger. This Monitor had not met him.

The timing of that email is as significant as its impossibility. The PCOB voted to reject these amendments. Four days after that rejection, a City official who had never met this Monitor sent an email to the alders sponsoring those amendments characterizing the Police Monitor as the problem. That email was uploaded into Legistar as part of the legislative record. It was then circulated as context for why the amendments remained necessary despite the Board's vote. This is what political interference looks like when a vote does not go the way City leadership wanted.

This office formally requests that the PCOB ask the Mayor's office to provide the specific dates, the individuals present, and the documentation for every occasion on which this Monitor allegedly issued this directive. And what concerns (about the Independent Police Monitor) the Mayor was trying to communicate to the Chair that were obstructed.

FALSE STATEMENT THREE

City Attorney Haas Told This Monitor and the PCOB Chair That Alder Govindarajan Misunderstood, Then Uploaded That Misunderstanding Into Legistar Anyway and Left the Contradicting Responses Out

This is documented. PCOB Chair Maia Pearson is a witness to what was said in that room. When Chair Pearson and this IPM met with City Attorney Haas following the PCOB full board meeting and executive committee discussion of the PCOB ordinance amendments, department head concerns raised by Alder Govindarajan, Haas stated clearly that Alder Govindarajan had misunderstood what the department heads were communicating, and that the concerns were not about this IPM or this office's current operations. The department heads confirmed this in writing. HR Director Hillson stated she had no evidence or reason to believe issues like this are going on in the OIM currently. IT Director Edgerton confirmed the concerns related to the previous office and that Independent Police Monitor Glass has been a good partner to work with. Those responses are attached to this memorandum.

City Attorney Haas said in that room, with the PCOB Chair present, that the Alder misunderstood. He then assisted in uploading those same pre-tenure, mischaracterized concerns into Legistar, without the department head responses that directly contradicted them, to build the legislative case for amendments scheduled for a full Council vote. The Common Council and Public received the allegations. It did not receive the responses. It received documents selected to support one outcome. The complete record is attached. Read what was uploaded to Legistar. Then read what was not.

THE INVESTIGATION LIST DEMAND: THE CITY ATTORNEY ASKED THIS OFFICE TO DISCLOSE ITS OPEN INVESTIGATIONS

On December 22, 2025, City Attorney Haas and Assistant City Attorney Patricia Lauten asked this office to provide a list of all open investigations. Their stated reason: the City's legal insurance requires that no City agency conduct an investigation concurrent with active City Attorney litigation on the same matter.

This Monitor asked directly: is this the law, and does it apply to all City agencies or only those the City Attorney represents?

That question was raised publicly at a subsequent PCOB executive committee meeting because it goes to the heart of this office's independence. If the City Attorney can place a hold on this office's investigative work whenever it is in active litigation, and this office has no independent legal counsel to challenge whether that requirement is legally binding, then the City Attorney controls the scope of this office's investigations through legal process.

This Monitor declined to provide a list of open investigations. This office offered instead to receive the City's litigation list and hold matters with genuine overlap in good faith. What was asked of this office, disclosing all open investigations to the office that represents the department those investigations concern, is a direct example of why this office requires structural independence and independent counsel. If the Mayor were to formalize this demand as an Administrative Procedure Memorandum, it would directly impact the only Independent City agency with this mandate, the only agency that provides oversight of MPD. Timing of investigations matters. Litigation can take years. A hold tied to active litigation is, in practice, a hold tied to the City Attorney's calendar. That is not independence.

THE CITY ATTORNEY'S COORDINATION WITH THE AMENDMENT SPONSOR, IN HIS OWN WORDS

City Attorney Haas's office is legal counsel to this office. He is simultaneously assigned as legal counsel to MPD, the Mayor, and Common Council. In his own April 2, 2026 email, he wrote:

> “I have conveyed my thoughts to Alder Govindarajan and he has not directed that we carve out any other instances in his proposed ordinance where the OIM is authorized to retain separate counsel.”

The City Attorney is this office's counsel. He is simultaneously shaping the amendment that restricts this office's access to independent counsel, in active coordination with the alder sponsoring that amendment. When this Police Monitor asked him directly whether his office would draft a memo in opposition to these amendments on behalf of this office, if he truly represents all City agencies equally, he would not commit. When asked again, he would not answer. That non-answer is itself an answer.

The Board of Public Works Contradiction

On April 8, 2026, the City Attorney's office arranged outside counsel for the Board of Public Works on a matter where it had already advised City staff, specifically to ensure the Board had confidence that its legal advice was not influenced by the advice given to City staff. That is precisely the structural situation of this office. By City Attorney Haas's own stated reasoning and his own documented practice, the dual representation of MPD and the OIPM requires independent counsel for this office. He applied this logic to the Board of Public Works and refused to apply it here.

The Police and Fire Commission Contradiction

The Police and Fire Commission uses independent counsel for open meetings law, public records law, and general operations, the exact categories City Attorney Haas claims must belong exclusively to his office for the OIPM. He accepted that structure for the PFC without objection. He is rejecting it here. That contradiction is his, not this office's. It is also worth noting that the PFC does not conduct investigations. This office does. The case for independent counsel here is stronger, not weaker. As they are trying to say, the Office of the Independent Police Monitor only needs independent counsel for investigation purposes.

THE STRUCTURE IS NOT NEUTRAL: EVERY APPROVAL PATH RUNS TO THE MAYOR

The City frames administrative compliance as a neutral requirement. It is not. Every department this office is required to operate through reports directly to the Mayor.

Finance: This office cannot produce payments or make certain purchases without going through City Finance processes. The Finance Director reports to the Mayor. The Mayor's office is among the entities this office should be completely independent from.

Information Technology: This office cannot adopt the technology it needs without City IT review and approval, a process that takes months for systems that other jurisdictions implement in weeks. This office has been navigating that process for a case management system purpose-built for police oversight, police data and information sharing, processing cases manually in the meantime. The IT Director reports to the Mayor.

Legal Counsel: The City attorney’s office represents MPD, advises the Mayor's office, and has now documented in writing that he is coordinating with the alder sponsoring amendments to constrain this office while simultaneously serving as this office's counsel. The City Attorney reports back to the Mayor.

Every operational function of this office, if run through City administrative structure, feeds information upward to the Mayor's office. Budget requests reveal investigative priorities. Technology procurement reveals what tools oversight uses and how. HR involvement reveals staffing decisions and internal operations. Legal consultations reveal this office's legal strategy and case concerns. Every activity of the Monitor, community engagement, record requests, case intake, and expert consultations, can and does trigger investigations. When those functions are visible to City administration, the investigative work of this office is transparent to the institution being overseen before it becomes a formal investigation or formal finding. That is not independence. That is the appearance of it.

When this Police Monitor raised this directly with the Mayor at their April 8th meeting, the Mayor acknowledged she had been completely hands-off with this office, because of its independent nature. While that acknowledgment exists, the reality of it does not. The structure does not accommodate the

independence this office requires. The amendments being proposed would make that structural dependency permanent in ordinance.

WHAT WAS NOT PROPOSED, AND WHAT THAT ABSENCE MEANS

Alder Govindarajan acknowledges in his own legislative memo that body-worn cameras, this office's budget, and staffing are important issues. He introduced no amendment on any of them.

The lawsuits uploaded to Legistar as justification for these amendments are City lawsuits, arising from City processes, defended by the City Attorney's office. The Board and this office did not control the processes that generated them. The lawsuit involving a discriminatory hiring claim that the City lost arose from a process managed under City policy and advised by the City Attorney's office. Presenting those lawsuits as an argument against independent counsel for this office does not follow. They are an argument for it.

FORMAL NOTICE OF VIOLATION — MGO 5.19(6)(B)

> "No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance."

The documented violations of this provision include:

- Use of false information to cause the Chief of Police to give a media interview producing a materially inaccurate public record about this office, designed to create division between this Independent Police Monitor and the Chief of Police for political agendas and to sow public mistrust
- A City official inserting false written statements about this Monitor into the legislative record, dated four days before they met, sent after the PCOB voted to reject these amendments, and circulated as justification for why the amendments remained necessary
- City Attorney Haas stating in the presence of the PCOB Chair that Alder Govindarajan misunderstood the department heads, then uploading that same mischaracterized record into Legistar to support the amendments while omitting the department head responses that directly contradicted the concerns raised
- Selective presentation of an incomplete record to the Common Council, withholding responses that directly contradict the stated justification for these amendments
- The City Attorney applying public records statutes to obstruct this office's ordinance-mandated records access to MPD while simultaneously serving as counsel to the department that withheld those records only on his office's advice
- The City Attorney coordinating with the amendment's sponsor on language restricting this office's independent counsel, documented in his own April 2, 2026 email, while serving as this office's counsel
- The City Attorney demanding that this office disclose all open investigations, citing insurance requirements, while simultaneously representing the department those investigations concern, with no independent counsel available to this office to challenge whether that demand is legally binding
- A structural approval framework requiring this office to route every operational function through departments that report to the Mayor, while this office is charged with providing independent oversight that must remain independent of the Mayor's administration

The Office of the Independent Police Monitor has placed the City on formal notice of these violations. This notice follows a documented pattern. It is not made lightly. This office will explore the necessary legal action to address these violations and will pursue all available options to protect the independence the ordinance was written to guarantee.

TO THE POLICE CIVILIAN OVERSIGHT BOARD AND THE COMMON COUNCIL

The work is happening. Cases are being reviewed. Reports are issued. Community engagement is active across every district. The structural barriers to effective oversight have been named and placed in the official record. The response from City leadership to an office that is finally producing has been to attempt to dismantle and discredit it using an incomplete legislative record, impossible allegations, and a media cycle built on something that did not happen.

The PCOB voted to reject these amendments. After that vote, a City official who had never met this Monitor sent an email characterizing the Monitor as the problem. This Board should understand what that sequence means and name it accordingly.

This office asks four things:

1. Formally request from the Mayor's office the specific dates, individuals present, and documentation for every occasion on which this Monitor allegedly scolded or discouraged that office from contacting PCOB Chair Pearson regarding concerns of the Independent Police Monitor, given that this Monitor did not meet the Mayor's Chief of Staff until April 8, 2026, four days after that characterization was put into writing and circulated to alders
2. Formally place on the record that the department head responses contradicting the Legistar allegations were not included in that record, and that City Attorney Haas acknowledged in person, with the Chair as witness, that Alder Govindarajan had misunderstood what the department heads were communicating
3. Formally note for the Council that City Attorney Haas's April 2, 2026 email documents his coordination and drafting with the amendment's sponsor on language restricting this office's independent counsel while serving as this office's assigned counsel, and that this coordination is documented in his own words and attached to this memorandum
4. Reject these amendments in their entirety and stand on the side of the structure this community was promised when this office was created

EXHIBITS ATTACHED TO THIS MEMORANDUM

Exhibit A: Email correspondence between City Attorney Haas and Independent Police Monitor Glass, PCOB Chair including the April 2, 2026 email documenting coordination with the amendment's sponsor on independent counsel language, and the April 18, 2026 formal response from IPM Glass

Exhibit B: Department head responses omitted from Legistar: HR Director Hillson confirming no evidence or reason to believe issues are ongoing in the OIM currently; IT Director Edgerton confirming concerns related to the previous office and that Independent Police Monitor Glass has been a good partner (April 1, 2026)

Exhibit C: Q&A correspondence between this Monitor and the City Attorney, with this office's questions and the City Attorney's written responses confirming that the OIPM is treated as a public requester for personnel records access purposes (February 2026)

I will not be silenced. The PCOB will not be dismantled. And this office will not be policed. The community this office serves is owed the truth, and this memorandum with its attachments is that truth.

Respectfully submitted,

Aeiramique Glass
Interim Independent Police Monitor
Office of the Independent Police Monitor
City of Madison, Wisconsin
April 21, 2026

[redacted]

[redacted]

[redacted]

From: Haas, Michael R <MHaas@cityofmadison.com>
Sent: Friday, April 17, 2026 1:45 PM
To: Glass, Aeiramique <AGlass@cityofmadison.com>; Maia Pearson <mpearson.cob@gmail.com>
Subject: RE: Ordinance discussion

Thanks for the email, Meeka. There is a lot there and I will get you a more complete response when I have time. It will not surprise you to hear that I do not agree with all of the characterizations and conclusions you outlined. Have a good weekend.

Mike

From: Glass, Aeiramique <AGlass@cityofmadison.com>
Sent: Friday, April 17, 2026 1:19 PM
To: Haas, Michael R <MHaas@cityofmadison.com>; Maia Pearson <mpearson.cob@gmail.com>
Subject: RE: Ordinance discussion

City Attorney Haas,

This is my formal response to both emails you sent following our meeting on April 2nd. I am writing with full awareness that this correspondence may become part of the public record, and I want it to accurately reflect what occurred, what was agreed to, what has been mischaracterized, and where things stand. I will address each issue directly.

On the Meeting and What Was Agreed

You noted in your own email that what was scheduled as a one-hour meeting became a three-hour meeting. That acknowledgment matters, because a almost three-hour substantive conversation produced agreements that your emails do not reflect.

I left that meeting with a clear understanding that we had agreed to each draft our respective positions on the division of duties between the City Attorney's office and independent counsel, so we could work toward a defined structure going forward. I was already actively working on that draft when your emails arrived and reversed course. What you sent was not a continuation of what we agreed to. It was a written position that does not reflect the direction of that discussion or the agreement we made. It is disheartening, disappointing, and further shows why true independence is necessary to fulfill our mandate. And further confirms my concerns.

On Independent Counsel:

My position on independent counsel has never been ambiguous, reactive, or personal. Before I began this role, in my hiring interviews and in statements to the media following my appointment, I stated clearly that independent counsel was

powerful in the ordinance and needed and would be utilized for this office. My position was explicit and public: you cannot claim independence when the same legal department is responsible for protecting the City, defending the police department, and advising the oversight body. Even when attorneys operate in different divisions, they function under the same department, the same leadership, and the same institutional priorities. That structural conflict exists regardless of who is assigned to this office.

I stated this before I knew who was assigned. Then on December 8th, my first day, during lunch I let you know I was informed that the attorney you have assigned to simultaneously represent OIPM and PCOB had spent over 20 years working with and for police unions/associations, and that he was also assigned to represent the Madison Police Department. His history did not create my position on independent counsel. It confirmed the structural conflict I had already described publicly before I began this role. I raised this with you immediately on December 8th and asked whether another attorney in your office might work with us until we got our outside counsel in place. You declined and kept the Assistant City Attorney assigned in place.

On December 15th, during a meeting with the Chief and Assistant Chief, I made clear that while I would begin to draft the MOU, I wanted to include language covering the case management system and have independent counsel serve as our witness, as your office represents MPD. I raised it again on December 22nd, in the meeting with you and ACA Patricia Lauten, at which point I stated clearly and directly: effective immediately, this office will not be working with Attorney Schauer. That was not a suggestion. It was not an open question. It was a definitive position communicated in the presence of you and ACA, and I operated under that and notified my staff. Chair Pearson reiterated, on behalf of the Board, at our April 2nd meeting, that the decision to seek the same independent counsel as this office was not personal about Attorney Schauer. That was stated clearly, in the room.

Your latest emails reintroduced Attorney Schauer's name as though the matter remained open, after it had been closed verbally, clearly, and in the presence of your own colleague on December 22nd and again on April 2nd. I want the record to reflect what was actually said in those meetings, because what appears in your emails does not.

The ordinance authority for independent counsel is explicit. MGO 5.19(7)(l) states: 'The Monitor may retain independent legal counsel if necessary to fulfill the duties of the OIM.' I am telling you it is necessary, and the following makes that undeniable.

MGO 5.19(6)(b) states: 'No City employee or official shall attempt to use their political or administrative position to unduly influence or undermine the independence of the Monitor or any employee of the OIM in the performance of their duties and responsibilities as set forth in this Ordinance.' That protection exists on paper. But who enforces it if this office does not have independent counsel? The City Attorney's office cannot bring a claim or advocate a position adverse to the City, the Mayor's office, or MPD, which are the very entities it represents. Without independent counsel, MGO 5.19(6)(b) is unenforceable in practice. Independent counsel is the mechanism that makes that protection real.

Additionally, this office holds subpoena power under MGO 5.19(7)(j). The exercise of that subpoena authority may need to be directed toward MPD, City administration, or other agencies your office represents. It is structurally impossible for the same attorney to advise this office on the exercise of subpoena authority against a party that attorney simultaneously represents. That conflict cannot be resolved by an ethical screen. It requires independent counsel by necessity.

On the Conflation of Monitor and Law Enforcement Background:

I want to address directly your statement that there are reputable independent police monitors who spent part of their careers in law enforcement. That statement reflects a conflation that needs to be corrected clearly for the record.

The national best practice guidance from the National Association for Civilian Oversight of Law Enforcement is consistent and clear: it is strongly discouraged for the head of a civilian independent oversight office to have prior law enforcement employment or immediate family members currently employed in law enforcement. This is not an arbitrary preference. It reflects decades of documented experience showing that prior law enforcement alignment creates inherent institutional bias that undermines the credibility and effectiveness of civilian oversight. This is precisely why the ordinance establishing this office explicitly prohibits the Monitor and all OIPM staff from having been employed by MPD or having worked as law enforcement officers in Wisconsin within the ten years prior to their appointment.

The ordinance applies this principle at every level. MGO 5.19(7)(h) states that no OIM employee shall have ever been employed by MPD or worked as a law enforcement officer within the State of Wisconsin in the ten years prior to becoming a staff member. MGO 5.20(3)(a)(4) applies the same restriction to every member of the Police Civilian Oversight Board. The Council codified this principle across the Monitor, all staff, and all board members because they understood that law enforcement alignment at any level of the oversight structure undermines its integrity and credibility.

That same logic, the logic the Common Council embedded in the ordinance, applies directly to the question of assigned legal counsel. An attorney who spent over 20 years working with and for police unions and associations, and who is simultaneously assigned to represent MPD, brings the same category of institutional alignment concerns to this office's legal representation that the ordinance was written to prevent in the Independent Police Monitor and staff positions. Applying that understanding to assigned counsel is not an extension of a personal grievance. It is a direct application of the principle the Council, who did the research and work, already codified.

Your characterization that most criticism of Attorney Schauer comes back to his work for WPPA and that the rest is piling on or related to his First Amendment rights asks me to discount a 20-year professional history that is directly relevant to his assignment, and to treat that history as less significant than I would treat the same history in an Independent Police Monitor or staff candidate. The ordinance does not allow me to make that distinction for Monitor and staff positions. I am applying the same standard to assigned counsel. That is not piling on. It is consistency and common sense best practices.

On the Social Media Conduct and the Request for Video:

You wrote that you do not know whether the social media conduct is connected to a complaint involving a post that was apparently actually liked or whether it is something else, and you asked me to send you the video so you could address it with him.

I want to be clear about the timeline. I informed you and ACA Lauten on December 22nd about the incident, before our April 2nd meeting and your follow-up email requesting this video, that effective immediately this office would not be working with Attorney Schauer. That position was stated definitively. Your subsequent request for the video arrives after that position was already clearly communicated and is framed in a way that treats the matter as still open and subject to your internal review process. It is not. I already made that clear to you. And I have been responsive to you and others in your office.

I also want to note what your own email acknowledges: that the conduct occurred. You described it as accidental. Whether it was accidental or not, from my knowledge the conduct involved multiple engagements in one time period on a post around discourse content related to the arrest of Brandi Grayson. I told you about it as it was flagged to me directly by multiple community members as antagonistic and concerning, given his assigned role as counsel to the oversight body that serves those communities. The characterization of this as accidental is noted. This office's decision regarding Attorney Schauer was made on structural grounds that predate this incident entirely. The social media conduct provided an additional specific and documented basis. I want the record to reflect that clearly.

On Why Your Own Practice Contradicts Your Position:

Your office has already applied the exact logic I am asking you to apply here, in two documented instances, and declined to apply that same logic to OIPM and PCOB.

First: On April 8, 2026, the Board of Public Works held a hearing on a Privilege in Streets Application Denial. Your office arranged outside counsel to advise the Board because your office had already advised City staff on the same matter. In your own words, this was done to ensure the Board had confidence that legal advice was not influenced by the advice that your office had given to City staff. That is the structural situation of this office. Your office advises MPD and City administration. By your own stated reasoning, that dual role requires independent counsel for OIPM and PCOB. You applied this logic to the Board of Public Works and are simultaneously refusing to apply it here. That is a contradiction documented in your own words. And I have made clear I have no confidence in the City's legal counsel and its ability to provide unbiased advice and minimize compromise to minimize liability.

Second: The Police and Fire Commission, which holds hiring, discipline, and termination authority over the Chief of Police, and officers, utilizes independent counsel specifically for open meetings law, public records law, and generally all

other functions, with only occasional communication with the City Attorney's office where needed. The PFC does not conduct investigations, so your argument that independent counsel is appropriate only where investigations are involved is directly contradicted by the PFC structure your office has accepted without objection. These are the exact categories you are asserting must remain exclusively with your office for OIPM. That structure exists precisely because of the recognized conflict in having your office advise PCOB, OIPM, and the Police Department and City administration. There may also be instances where OIPM's independent counsel and PFC's independent counsel need to communicate directly, another operational reason why independent counsel for this office is not optional but functionally necessary. You have acknowledged this logic in practice for PFC and for the Board of Public Works. You are refusing to acknowledge it here.

Additionally, when I asked you directly in our meeting whether your office would draft a memo in opposition to the proposed ordinance amendments on behalf of this office, if you truly represent all City agencies equally, you said you did not know, and when asked again, you would not commit. I asked if you agreed with the amendment changes that you influenced and drafted. That non-answer is itself an answer. An attorney who genuinely represents all City agencies equally would be able to advocate for this office's position before the Common Council. Your inability to commit demonstrates that you cannot and that you are in opposition to the needs of the Board and this office. This is exactly why lawyers, courts, judges exist and why independent legal interpretation matters. I gave you concrete examples of what independent counsel would be used for and needed: MOU negotiations, records access disputes, subpoena authority, potential litigation against MPD or the City, legislative advocacy, board operations, and open meetings laws. Those examples were not substantively addressed. You focused on potential litigation, saying City agencies do not have a practice of suing each other. I told you that of course I hope that would never be the case, but if violations of the ordinance and other matters arose and could not be resolved, it is a possibility and we need protections in place.

On the Concrete Conflict: The Records Access Example You Asked For

You have asked repeatedly for a concrete example of where your office's representation of this office has been problematic. I want to be clear that I have raised this before. I am providing it again here, for the record.

When your office advised MPD to apply public records statutes to delay this office's access to officer interview transcripts needed for an active investigation, I had no independent legal counsel to challenge that interpretation on this office's behalf or to pursue appropriate action if the law was being applied incorrectly. Instead, I was left arguing alone for my own office's access rights while the attorney assigned to represent me was simultaneously advising the department withholding the records. Those are adverse legal positions held by the same office at the same time. I was required to develop a formal memo myself to protect this office's access because I had no independent counsel to do so.

That is what the absence of independent counsel produces in practice. But it is not the only consequence.

This office and the Board are mandated by ordinance to be independent from the Mayor, the Common Council, and MPD. That independence is not symbolic. It is the foundation of what makes civilian oversight meaningful. Independent legal counsel is part of that foundation. Without it, this office does not have attorney-client privilege in any meaningful sense. Anything discussed with your office or through City leadership moves through a structure where information is shared across the very entities this office is charged with oversight of or is supposed to be independent from. I have experienced this directly. What is discussed in confidence does not remain confined. It moves. That is not a structure that serves this office. It is a structure that compromises it.

And yet your office is now actively supporting amendments that would formalize that structure in ordinance, adding Council enforcement authority over the Monitor, restricting independent counsel, conditioning records access through a framework your office controls, and placing an elected official inside the civilian oversight board. These amendments do not clarify the ordinance. You restructure it to match a model of administrative control rather than one that positions this office to fully exercise the powers and independence the ordinance was designed to provide. That is the conflict. It is structural, documented, and ongoing.

On Why This Office Is Categorically Different:

No other City agency provides independent oversight. This one does. If the entity this office oversees has any visibility into its legal strategy, investigative direction, or operational decisions outside of what I share in collaboration with MPD leadership, and confidential information is learned through shared counsel, then independent oversight does not exist in

practice, regardless of what the ordinance says on paper… but you know that. An independent police monitor created by City ordinance operates solely within the protections the ordinance provides. Those protections, unfettered access, independent counsel authority, and independence from City officials and staff, were written deliberately by people who understood exactly what structural pressures this office would face. Weakening them removes the only foundation the community has that this oversight is genuine and independent.

On Records Access:

MPD has been cooperative in sharing information since December 8th. I want that stated clearly because the narrative being constructed around records access does not reflect operational reality. The barrier has not come from the Police Department. It has come from your office's legal interpretation being applied to MPD's obligations to this office, an interpretation that treats this oversight office as a public requester subject to public records law, rather than as an oversight body operating under ordinance-granted access authority. The effect of that interpretation is delay in oversight access with direct operational consequences for active investigations and for the communities this office serves.

On Records Requests, Media, and the Appropriate Role of Your Office:

There is a pattern in this correspondence and in practice that I want to name directly. On multiple occasions your office has contacted me about open public records requests that were already being actively processed by this office, often after being contacted by the requester rather than first asking me about the status. This office has acknowledged requests upon receipt and has operated well within legal timing and requirements.

The situation involving a State Journal reporter Chris Rickert is a documented example. That reporter asked me repeatedly about an open and active investigation, asking the same questions in different formulations, clearly seeking a different answer. I answered every question asked, appropriately and completely. When the reporter did not receive the answer sought, a public records request was submitted and your office reached out to me about it, without first asking me what the status of our communication was or whether the request was already being processed. Your subsequent email referenced the prior Independent Police Monitor's reputation for delayed records responses. I am not the prior administration. I have been responsive. Invoking that history in correspondence about this office's current operations does not reflect current practice and did not belong in this correspondence.

The effect of these interventions, whether intended or not, is to position your office as an intermediary that requesters can use to apply pressure to this office around records that are already being handled appropriately. That is not an appropriate role for the office claiming to be our counsel.

On Greg and the Institutional Double Standard:

Every concern you raised about my staff member Greg in your emails relates to approvals he had that predates my tenure entirely. Nothing you described has occurred under my supervision or to my knowledge during my time in this role. I want that stated without ambiguity, because the framing of your emails implies an ongoing pattern under my watch. That implication is not supported by the record.

You have not provided, in your emails or in our meetings, specific evidence of misconduct or problematic behavior occurring during my tenure. I asked for it. It has not been provided by you or anyone else. Greg has not spoken to media without my directive. He has not made public comments about this office or our work without my agreement. What he does on his own time, his political views, his social advocacy, his activism, is his First Amendment right as an individual, the same right you invoked in your email after our in-person meeting where I stated he has rights.

What I find genuinely disrespectful, institutionally and personally, is the repeated inclusion of my staff member's name and pre-tenure history, in written correspondence, deployed at the precise moment this office has become operational and is producing results, while no documented evidence of current or previous misconduct has been provided. Since my arrival, this office has been focused on carrying out its mandate. That is the record I am building. And I would note that the same standard being applied to secondhand, unverified accounts about Greg's off-duty expression has not been applied to documented conduct by Attorney Schauer during his active representation of this office.

On the Ordinance and Legislative Intent:

I have spoken directly with individuals involved in drafting and passing the original ordinance. The language was intentional. Unfettered access, the authority to retain independent counsel, and independence from City officials and staff were deliberate policy choices made by people who understood exactly what structural conflicts this office would face. The characterization of these provisions as unclear, unintended, or requiring correction through the proposed amendments is not consistent with what some of the drafters and advocates from the beginning have told me directly.

The proposed amendments, taken together, would formalize the structural constraints that have already been documented as barriers to effective oversight. The Amendment placing a Council-appointed alder on the PCOB is a categorical change to a body designed to be civilian and independent from electoral politics. It is not a clarification.

Formal Notice

I have raised every concern documented in this email through every appropriate channel, consistently and in good faith, since December 8th. What I have received in return is verbal and written positions that do not reflect prior discussions, reliance on pre-tenure information introduced strategically into potentially public correspondence, legal interpretations that limit this office's operational independence while being advanced by the office assigned to represent it, and active participation in legislative efforts to formalize the constraints this office has documented as barriers to its mandate.

The trust I came into this role hoping to build has not been eroded by misunderstanding. It has been eroded by a documented pattern that this correspondence reflects. That pattern has only reinforced what I stated publicly before I started: true independence is not optional for this office. It is the only condition under which meaningful oversight can exist.

The City is currently out of compliance with the ordinance governing this office as politics and personal agendas have been and are currently impacting the OIPM's work and independence. I am placing your office, as the City Attorney, on formal notice of that. The Office of the Independent Police Monitor will take the necessary action to address it. I want the record to reflect that this notice has been given, that it follows a documented pattern, and that it is not made lightly.

This office and the Board have been building. We will continue to build. We will not be silenced, and we will not be dismantled.

Respectfully,

Aeiramique Glass

Interim Independent Police Monitor

Office of the Independent Police Monitor

From: Haas, Michael R <MHaas@cityofmadison.com>
Sent: Tuesday, April 14, 2026 4:31 PM
To: Glass, Aeiramique <AGlass@cityofmadison.com>; Maia Pearson <mpearson.cob@gmail.com>
Subject: Ordinance discussion

Hi Meeka and Maia,

I apologize for not following up sooner regarding the proposed ordinance changes related to the OIM and PCOB. I was at a national conference for four days and needed to connect with Patti Lauten who is on vacation in Japan to discuss our office's involvement in creating the MOU related to MPD records and in MPD's response to specific records requests of the OIM. I was not in the discussions regarding the MOU but based on my conversations with Patti, Chief Patterson and Robin, those conversations were not adversarial and focused on what is permitted and required under federal and state laws. Both sides were heard and they reached an agreement. Our role was to provide advice about what state and federal law requires, to ensure that both agencies and the City as an organization comply with those laws. In addition, it is my understanding that the only categories of records that MPD has not provided to the OIM or that have required a delay are records related to open and active investigations, disciplinary records or other records that cannot be disclosed under federal or state law. I understand that Meeka would like to reopen those discussions but I am not certain what additional records she seeks access to that can be released under the applicable laws. When Meeka expressed concerns about the OIM being treated like the public for purposes of records requests, I thought that meant that MPD was putting the OIM in the same queue as public requests but I am told it had to do with whether records could be released or where MPD staff were required to be notified, and that is the same regardless of whether the requestor is a City agency or the public. The distinction is between requestors who are themselves the subject of personnel records and all other requestors. Again that is state law that MPD does not have the choice to ignore.

During our meeting I indicated that I was open to considering whether the OIM should have access to outside counsel for the purposes of providing advice regarding terms of the MOU or records requests of the OIM. Having given this additional thought and based on how we have operated with MPD and the OIM, I cannot recommend that and see no value in it. If an independent attorney argues for provisions in the MOU or access to records that are not permitted by law, that would be both improper and pointless, as the City cannot disregard those laws in the creation or implementation of the MOU.

I understand that you feel strongly about the ability to choose separate legal counsel for any matter involving the OIM based on a perceived conflict and what may have occurred in other municipalities around the country. I believe that the perception or preemptive concern is based on a misunderstanding of our office's role in advising all City agencies. And I have not been given a concrete example of where our office's assistance to the OIM or the PCOB has been problematic, incorrect or unethical. Working with MPD and the OIM to create an MOU does not mean we are representing one or the other; we are representing the City as an organization and the OIM is part of that organization. It is no different than other situations where we work with different agencies to provide guidance about legal procedures and compliance. And I am not aware of any conflict that has arisen since the OIM started processing complaints and conducting investigations as our office has not been involved in those. If we are not involved in investigations and complaint processing, I fail to see how our representation of MPD is a barrier to providing legal advice to the OIM and the PCOB, and I have not been given a specific example of where a conflict has arisen or could arise. What I have heard is that you do not have trust in our office to represent the OIM but that feeling is not based on anything that has occurred to date. In my opinion, an agency head expressing a subjective lack of trust in our representation without any basis is not a reason for our office to not fulfill its statutory duty and authority to conduct the legal business of the City, and I

do not think it is a wise precedent to establish. In addition, I do not believe the City should rely on outside counsel to advise City agencies when that attorney is not responsible for representing the City in potential litigation.

I am certainly willing to continue the conversation if that would be helpful but I wanted to let you know that I have conveyed my thoughts to Alder Govindarajan and he has not directed that we carve out any other instances in his proposed ordinance where the OIM is authorized to retain separate counsel other than for the core duties of conducting investigations, processing complaints and oversight activities. The MOU and access to records seemed to be the key issue that Meeka identified in our meeting. If there are any aspects of the OIM's duties that you believe require outside counsel, please let me know so that I can address them.

Finally, I wanted to remind you of my request for the video that Meeka indicated she would send related to Attorney Schauer's social media activity.

Mike

Michael Haas
City Attorney ~ City of Madison
210 Martin Luther King Jr. Blvd, ~ Room 401
Madison, WI 53703
608-266-6598 Direct Line
FAX: 608-267-8715
mhaas@cityofmadison.com

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[redacted]

[redacted]

[redacted]

[redacted]

From: Haas, Michael R <MHaas@cityofmadison.com>
Sent: Thursday, April 2, 2026 6:28 PM
To: Glass, Aeiramique <AGlass@cityofmadison.com>; Maia Pearson <mpearson.cob@gmail.com>
Subject: Meeting

Hi Maia and Meeka,

Thanks so much for the time and patience in our one-hour, I mean three-hour meeting. I appreciate your willingness to have an open and frank discussion in a civil manner. And I appreciate talking things through with people who are as stubborn as I am.

I will follow up separately with an email about the ways in which our office represents and assists agencies, and I look forward to continuing the discussion to see if we can agree on a division of duties between our office and outside counsel. For now I wanted to address something else we discussed. When I brought up concerns regarding Greg's statements, Meeka said she took that as disrespectful of her supervision of Greg, that she had addressed concerns with him, and that he has a First Amendment right to say whatever he wants off duty. First, I want to make clear I did not intend to be disrespectful. And my concerns about his behavior and comments are not limited to what he did prior to becoming a City employee and prior to Meeka becoming his supervisor, although his minimizing of the security risks related to accessing MPD data on his personal computer is definitely a concern and does not inspire confidence. I hear secondhand about comments he makes to others or on social media, some of them specifically critical of Attorney Schauer, including some statements which may be untrue. While Greg does have First Amendment rights, he should know that in some cases employers can take action regarding behavior that occurs off duty, including when off-duty statements have an impact on the workplace. I trust that Meeka addresses concerns or behavior as they arise but the impression that Greg sometimes leaves is that he does not want to be considered a City employee or affiliated with the City and does not need to treat other City employees with the respect and civility that he and all City employees deserve and which is required by City work rules. I do not tolerate my staff publicly badmouthing staff of other City agencies and claiming that they are unqualified to do their jobs because that reflects on our office and is detrimental to our working relationship with other agencies. I would hope we could expect the same in return.

In that same vein, if criticisms of Greg are seen as disrespectful of Meeka's supervision, I could certainly say the same about criticisms of Andy and my supervision of him. The criticisms that I heard about Andy include his prior career and things he has allegedly either said or reacted to on social media on his own time and not involving other City staff. You can't have it both ways. I certainly address issues with my staff when I am aware of them. It is the whisper campaign that is unfair to Andy when he is not even giving an opportunity to address the concerns or provide his perspective on whatever he is accused of doing. All of us are in the arena where we are concerned with due process and not taking a mere accusation as the truth without people being heard. That is why, while I understand your position regarding one attorney representing MPD and the OIM as a general principle, I would ask you to take what you hear about Andy with a grain of salt, and to afford him and my supervision of him with the same respect that you rightfully expect of you and your staff. There are undoubtedly reputable independent monitors who spent part of their careers in law enforcement and most of the criticism I hear about Andy always comes back to him working for WPPA, and the rest is just piling on or related to his First Amendment rights. So I hope you can appreciate my perspective on that. To that end, Meeka, you said that there was some video regarding Andy's behavior on social media. I do not know if that is connected to Amelia's complaint where he apparently actually liked something she posted or if it is something else. But in order for me to understand what your concern is about that, I would appreciate if you could send me the video and if there is something to address with him, I will do that and make sure it does not happen again.

I appreciate and respect all of the hard work that both of you have taken on in your roles and I look forward to continuing to work with you. Thanks again for the meeting and for considering these thoughts.

Mike

Michael Haas
City Attorney ~ City of Madison
210 Martin Luther King Jr. Blvd, ~ Room 401
Madison, WI 53703
608-266-6598 Direct Line
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[redacted]

[redacted]

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---------- Forwarded message ---------
From: **Govindarajan, MGR** <district8@cityofmadison.com>
Date: Tue, Mar 24, 2026 at 12:26 AM
Subject: Detailed OIM Concerns, Phone Call Follow-Up
To: mpearson.cob@gmail.com <mpearson.cob@gmail.com>

Hi Maia,

Thank you again for taking the time to speak with me on Saturday regarding Legistar 92386. I appreciated the conversation and your willingness to engage on this issue. As discussed, I wanted to follow up in writing to share a set of concerns that have been raised to me by multiple City departments regarding the current operations of the Office of the Independent Monitor.

My intention in sharing this information is not to assign fault or draw conclusions prematurely, but to ensure that the PCOB as the governing body of the OIM, is aware of potential operational, legal, and compliance risks that may warrant further discussion or review. I believe that you having all the information available will allow you to do the vital role you've all volunteered to fulfill.

Several departments have raised concerns regarding adherence to City policies, processes, and APMs. In particular, there have been instances where standard City requirements have been questioned or not consistently followed, including:

- Technology procurement proceseses (APM 3-20)
- Logo usage policies (APM 3-18)
- Use of City-managed systems and devices

In some cases, City staff have had to reiterate that OIM employees, as City employees, are subject to the same policies and procedures as other departments. This has placed department leadership in the difficult position of

needing to clarify or enforce policies with a peer office, particularly given the unique structure and perceived indepndence of the OIM.

Information Technology leadership has also raised concerns to data security and compliance. These include:

- Use of personal or unmanaged devices to access or store City data
    - This presents significant cybersecurity risks
    - Would not meet Criminal Justice Information Systems (CJIS) standards
    - Could jeopardize MPD's access to state and federal data systems
- Resistance to required training and established processes
    - Requests for access to systems without completing required trainings
    - Questions about whether certain procedures are "mandatory"
- Website and digital infrastructure concerns
    - References in the OIM Annual Report to a potential independent PCOB website raise issues related to:
        - Records retention and open records compliance
        - Accessibility requirements
        - Long-term maintence and staffing capacity
        - Cybersecurity risks

There are also questions regarding compliance with existing policies in published materials, including logo usage standards and the potential use of generative AI in official documents.

Human Resources has similarly identified araes of potential legal and financial risk. These include:

- Fair Labor Standards Act (FLSA) compliance if staff are working beyond allotted or budgeted hours
    - There was also a public statement made during the press conference indicating that OIM staff may be working beyond their allotted or budgeted hours, which could raise FLSA compliance concerns if staff are working unpaid hours.
    - Tax law compliance concerns related to out-of-state work
- Hiring process for the next Independent Monitor
    - Ensuring the process follows established HR procedures and legal standards to avoid potential claims of discriminatory hiring practices, particularly given prior issues that have required significant staff time and legal resources
- Adherence to workplace policies related to
    - Discrimination
    - Workplace safety

As you know, these policies exist to mitigate risk and ensure that issues are addressed promptly and appropriately.

I haven't yet directly spoken to them, but I've heard that the Finance Department has similar concerns, mainly regarding:

- Contracting with services or programs without following established processes

- Purchasing equipment, software, or other items without following city policies

From my understanding, the Finance Department will not process payments if required policies are not followed. This reflects their responsibility to ensure that taxpayer funds are spent in accordance with Council authorization and City policy. Situations like this can create legal and financial risk if not addressed proactively.

The issues above, which staff have shared with me, seem to be just from the last three months.

Across these conversations, a consistent theme has emerged: concern that the OIM's independence in carrying out its core mission (investigations, findings, and recommendations) is being interpreted to include adminstrative, legal, and operational requirements. *While independence in its core function is both important and necessary, extending that independence to areas such as compliance with City policies and legal requirements creates risk not just for the OIM, but for the City as a whole.*

I am sharing these concerns so that the PCOB is aware of potential compliance gaps and operational risks, as well as areas where additional clarity or oversight may be warranted. These issues also directly informed portions of the ordinance revisions I recently introduced, particularly those clarifying that the OIM is fully independent in its mission but remains subject to City administrative structures, policies, and other applicable laws.

Staff Contact Information:

- Information Tech.: Sarah Edgerton -- SEdgerton@cityofmadison.com
- Human Resources: Erin Hillson -- EHillson@cityofmadison.com
- Finance Dept.: Dave Schmiedicke -- DSchmiedicke@cityofmadison.com
- City Attorney: Mike Haas -- MHaas@cityofmadison.com

Additionally, as I mentioned in our call, some of the information shared here may become part of broader public discussion. My preference, however, is to work collaboratively with you and the Board to address these concerns directly *and ensure that the Council is kept appropriately informed*. If these risks are not addressed and result in avoidable liability for the City, I believe the Council would be compelled to take steps to mitigate that risk, including reevaluating the structure, oversight, and funding of the OIM and PCOB.

I want to reiterate that I believe strongly in the mission and importance of both the OIM and the PCOB. My goal is to ensure that the structure supporting that mission is sustainable and aligned with existing policies of the city. I would welcome the opportunity to discuss any of these concerns further and to hear the Board's perspective.

Best,

MGR Govindarajan *(he/him/his)*
District 8 Alder | (608) 509-9119
My Blog

--
Maia Pearson, Board Chair
City of Madison Police Civilian Oversight Board
Office of the Independent Monitor

From: Maia Pearson <mpearson.cob@gmail.com>
Sent: Tuesday, March 31, 2026 5:16:05 PM
To: Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>
Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up

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[The full PCOB has been bcc'd for information purposes only]

Good Afternoon MGR,

Thank you for following up on our phone conversation and outlinding the concerns raised. To ensure transparency, I have cc'd the relevant department leaders, as noted in your email.

To date, the majority of the concerns outlined in your email have not been formally communicated to me or to members of the Board by department leadership or alders, particularly within the timeframe you reference. To the concerns that have been raised previously under prior leadership, they have been addressed. Moving forward, timely and direct communication of this nature will be important to ensure concerns can be fully understood and resolved by the board.

As a governing body and the Independent Police Monitor's direct report, we take seriously both our oversight responsibilities and our obligation to the community.

With respect to the specific areas you elevated:

Technology procurement processes (APM 3-20) *and* ***logo usage (APM 3-18):***

At this time, no specific instances of noncompliance have been provided. Additional detail would be helpful to ensure clear and accurate understanding of these concerns. Based on current information, the interim IPM is actively working with IT to procure appropriate systems needed by the office. It is also important to note that oversight bodies often require specialised systems that are different from standard City infrastructure, which may require additional clarification and coordination. Regarding branding, the Board previously engaged with the City Communications Manager to discuss branding and received approval to use a distinct logo reflecting the unique role of the PCOB. To further note, in the spirit of collaboration, when creating the branding, the Board ensured to use the City's branding document as reference.

Information Technology and data security:

Concerns related to device usage and data access were addressed prior to the interim IPM's tenure. My understanding is that the necessary trainings have been completed and

that staff are working within established protocols. If there are new or ongoing concerns, the Board would welcome the opportunity to review and discuss them directly.

Website and digital infrastructure:

The concept of a more independent, accessible, and functional web presence has been discussed for several years, in response to community feedback regarding the accessibility of PCOB and OIM information. Improving public access to reports, meetings, and materials remains a priority for the Board. I would like to note that due to the unique role of oversight, most oversights in the US have their own standalone sites or have more autonomy with design and mechanisms/coding of said site. We are happy to provide examples and anticipate working collaboratively with the relevant departments.

Human Resources:

The OIM and PCOB are actively working with HR to ensure compliance with FLSA and other HR applicable policies. The recruitment and hiring processes for the next IPM has started. We are working in partnership with HR, learning more about the City's Equitable Hiring Plan and crafting a process that ensures robust community input.

Finance:

At this time, the board has not been made aware of the concerns referenced. We are committed to working collaboratively with finance to ensure procurement and contracting processes align. Especially as we prepare for the 2027 budget.

More broadly, I want to acknowledge the theme raised regarding the relationship between independence and administrative compliance.

The Board fully understands that the OIM operates within City systems and may be subject to basic applicable legal and administrative requirements. At the same time, the independence of the OIM and PCOB in carrying out its core mission is fundamental and must be preserved. In practice, this can require thoughtful coordination where existing policies do not always fully align with the unique structure, needs, and responsibilities of civilian oversight.

We believe that alignment is best achieved through direct communication and welcome continued conversations with alders and City stakeholders to ensure there is a shared understanding of this balance and to strengthen the systems supporting this work.

Finally, with respect to your reference to potential Council action, I would simply note that the ordinance establishing the OIM clearly affirms its independence in the performance of its duties. Maintaining that independence remains essential to the integrity and effectiveness of the oversight function and the Board remains committed to upholding that independence while also ensuring accountability and compliance with applicable basic requirements (MGO 5.19 (6)(b))

I appreciate your willingness to raise these concerns and agree that continued communication will be important moving forward. The Board remains committed to addressing issues constructively, collaboratively when necessary, and ensuring the long term suitability of the OIM and PCOB.

In solidarity,

Maia

--
Maia Pearson, Board Chair
City of Madison Police Civilian Oversight Board
Office of the Independent Monitor

On Tue, Mar 24, 2026 at 12:26 AM Govindarajan, MGR <district8@cityofmadison.com> wrote:

> Hi Maia,
>
> Thank you again for taking the time to speak with me on Saturday regarding Legistar 92386. I appreciated the conversation and your willingness to engage on this issue. As discussed, I wanted to follow up in writing to share a set of concerns that have been raised to me by multiple City departments regarding the current operations of the Office of the Independent Monitor.
>
> My intention in sharing this information is not to assign fault or draw conclusions prematurely, but to ensure that the PCOB as the governing body of the OIM, is aware of potential operational, legal, and compliance risks that may warrant further discussion or review. I believe that you having all the information available will allow you to do the vital role you've all volunteered to fulfill.
>
> ---
>
> **Several departments have raised concerns regarding adherence to City policies, processes, and APMs.** In particular, there have been instances where standard City requirements have been questioned or not consistently followed, including:
>
> - Technology procurement proceseses (APM 3-20)
> - Logo usage policies (APM 3-18)
> - Use of City-managed systems and devices
>
> In some cases, City staff have had to reiterate that OIM employees, as City employees, are subject to the same policies and procedures as other departments. This has placed department leadership in the difficult position of needing to clarify or enforce policies with a peer office, particularly given the unique structure and perceived indepndence of the OIM.
>
> **Information Technology leadership has also raised concerns to data security and compliance. These include:**
>
> - Use of personal or unmanaged devices to access or store City data
> - This presents significant cybersecurity risks
> - Would not meet Criminal Justice Information Systems (CJIS) standards

[redacted]

---------- Forwarded message ---------
From: **Hillson, Erin** <EHillson@cityofmadison.com>
Date: Wed, Apr 1, 2026 at 10:14 AM
Subject: RE: Detailed OIM Concerns, Phone Call Follow-Up
To: Maia Pearson <mpearson.cob@gmail.com>, Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>, Edgerton, Sarah <SEdgerton@cityofmadison.com>, Schmiedicke, David <DSchmiedicke@cityofmadison.com>, Haas, Michael R <MHaas@cityofmadison.com>

Hi Maia –

Thank you for your email and for the conversation on Tuesday. I want to verify that you reached out to me to ensure we are working together to solve any FLSA issue that may exist. I provided guidance to staff in December about the need to ensure they are working within the hours authorized by Council, and my concerns came up after hearing the recent press conference that folks in the office were continuing to work over their budgeted time. I provided a couple of options last week to balance workload with reporting requirements, and I appreciated you reaffirming that this will be addressed.

I want to also share that the hiring process example used below was one that we ran into with a **previous hire** in this office, not an existing issue. I appreciate that we are working together to make sure this process meets the requirements of the ordinance and also meets standards we have at the City to ensure things like bias and discrimination do not enter into the hiring process, while having a robust community engagement process.

Lastly, the third example (adherence to discrimination or workplace safety rules) is an example of where we have **significant liability** as a City if policies aren't adhered to by managers, supervisors, and employees**. I have no evidence or reason to believe issues like this are going on in the OIM currently**, rather I want make sure it is understood that if policies aren't followed we incur the liability, whether or not we (as an organization) knew about it or condoned it.

I'll stop into the meeting tonight in case it would be helpful for the PCOB to hear this from me directly.

Best,

Erin

From: Maia Pearson <mpearson.cob@gmail.com>
Sent: Tuesday, March 31, 2026 5:16 PM
To: Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>
Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[The full PCOB has been bcc'd for information purposes only]

Good Afternoon MGR,

[redacted]

---------- Forwarded message ---------
From: **Edgerton, Sarah** <SEdgerton@cityofmadison.com>
Date: Wed, Apr 1, 2026 at 1:36 PM
Subject: RE: Detailed OIM Concerns, Phone Call Follow-Up
To: Maia Pearson <mpearson.cob@gmail.com>
Cc: Govindarajan, MGR <district8@cityofmadison.com>, Glass, Aeiramique <AGlass@cityofmadison.com>, Schmiedicke, David <DSchmiedicke@cityofmadison.com>, Hillson, Erin <EHillson@cityofmadison.com>, Haas, Michael R <MHaas@cityofmadison.com>

Good afternoon, Chair Pearson,

Thank you for your email. I appreciate your following up with us and your invitation to come to you with any questions or concerns regarding the Office of the Independent Monitor. If there are any future needs, I will reach out to you, and I would offer that you should also reach out to me directly with any IT questions.

As HR Director Hillson noted in her email response, I would also like to clarify with you that the examples provided below were issues that we had to address with the previous Office of the Independent Monitor and **are not existing issues**. These were highlighted to demonstrate the need for clear policies for the OIM so that they can operate successfully within the City of Madison structure. In fact, Independent Monitor Glass pointed out to me that it was not clear if these policies were legal requirements that the OIM had to follow. I agree with her observation that the current ordinance language is not clear.

Please know that Independent Monitor Glass has been a good partner to work with and is working with us to make sure that all requirements of Information Technology APMs are followed to ensure that we are mitigating risks and security concerns. We appreciate this partnership. I think it is important to acknowledge City IT policies do apply where we have not worked out alternative policies for the OIM.

Regarding APM 3-18, City of Madison logo, and the PCOB website, we are very open to having a discussion with you and Independent Monitor Glass on a PCOB website and providing guidance where needed.

I will see you at tonight's meeting.

Thank you,

Sarah

From: Maia Pearson <mpearson.cob@gmail.com>
Sent: Tuesday, March 31, 2026 5:16 PM
To: Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>; Edgerton, Sarah <SEdgerton@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>
Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up

You don't often get email from mpearson.cob@gmail.com. Learn why this is important

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[The full PCOB has been bcc'd for information purposes only]

Good Afternoon MGR,

Thank you for following up on our phone conversation and outlinding the concerns raised. To ensure transparency, I have cc'd the relevant department leaders, as noted in your email.

To date, the majority of the concerns outlined in your email have not been formally communicated to me or to members of the Board by department leadership or alders, particularly within the timeframe you reference. To the concerns that have been raised previously under prior leadership,

[redacted]

---------- Forwarded message ---------
From: **Govindarajan, MGR** <district8@cityofmadison.com>
Date: Wed, Apr 1, 2026 at 3:06 PM
Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up
To: Maia Pearson <mpearson.cob@gmail.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>, Edgerton, Sarah <SEdgerton@cityofmadison.com>, Schmiedicke, David <DSchmiedicke@cityofmadison.com>, Hillson, Erin <EHillson@cityofmadison.com>, Haas, Michael R <MHaas@cityofmadison.com>

Hi Maia,

Thanks for your response. I'm glad that direct communication with the department heads is taking place, and I believe the Mayor's office will be issuing a similar directive to other department staff as relevant for them to speak with you if issues arise.

I appreciate your attentiveness to this matter, I just wanted to ensure that you and the PCOB were aware so you can fulfill your oversight duties with all the available information.

Best,

MGR Govindarajan *(he/him/his)*
District 8 Alder | (608) 509-9119

[redacted]

[redacted]

[redacted]

From: Lauten, Patricia <PLauten@cityofmadison.com>
Sent: Wednesday, February 11, 2026 6:07 PM
To: Glass, Aeiramique <AGlass@cityofmadison.com>
Cc: Patterson, John <JPatterson@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>; Kamoske, Angela <AKamoske@cityofmadison.com>
Subject: Responses to Questions Posed in your February 11 Email

Meeka,

I met with City Attorney Haas, Chief Patterson and Assistant Chief Kamoske to answer your questions. Those answers are in red below. Both MPD and the City Attorney's Office are committed to working cooperatively with you and the OIM to timely provide you with the records your office requests. My understanding is that you have already made requests to MPD for non-personnel related records and have been receiving those records in a timely manner. To be clear, neither MPD nor the City Attorney's Office is denying you access to any records. However, as indicated in my responses, State law places certain requirements on government when public employee personnel records are requested, and we are following State law.

1. **Any record relating to an individual officer, including Internal Affairs or PSIA investigative files and officer interview transcripts, is categorically deemed a personnel record, including transcripts generated during an open and active investigation, solely because they involve an employee and may potentially result in discipline, irrespective of the record's investigatory purpose, function, or use.** Public employee personnel files are subject to open records unless the record or the information is legally exempt. Some common exemptions are employee home addresses, personal email, social security numbers, and records related to staff management, such as performance evaluations and letters of reference. The employer must notify employees before releasing records involving disciplinary actions. Records involving disciplinary action are not releasable until after the investigation has concluded.

2. **Investigatory materials created for fact finding, accountability review, compliance monitoring, or oversight purposes are treated as personnel records prior to any disciplinary determination, employment action, or final investigative finding.** Records relating to discipline would be records relating to the issue being investigated like the employee's timecard, or video showing them leaving their workstation, it would include the complaint, interviews with the complainant, the respondent, witness interviews, the final written report and any discipline notices and final written discipline determination. I do not know what an accountability review, compliance monitoring or oversight purpose records would be.

3. **OIPM, as an ordinance created independent oversight entity acting pursuant to its statutory mandate, is treated as "the public", "other City agencies", or otherwise equivalent to a non-employee requester for purposes of Wis. Stat. §§ 19.35, 19.36, and 19.356 when requesting records necessary to fulfill official oversight responsibilities.** The OIPM and the IM are part of the City. However, by ordinance they are an independent stand-alone agency. As I explained in my email, when it comes to personnel records, only the employee and their representative have a right to view their records. For requesters not the employee or their representative, any redactions to personnel documents, and notice to the employee, are made consistent with provisions in State law that provide for exemptions and notification (see #1 above).

4. **Wis. Stat. § 103.13 is interpreted as anticipating access to personnel records primarily by the employee or the employee's representative, and that any access request by a non-employee, including an ordinance authorized oversight entity, is therefore governed exclusively by Chapter 19 public records law.** The two main statutes that address employee personnel files in Wisconsin are 103.13 and 19.36. There may be other laws so I can't say "exclusively" but these are the two we deal with the most as a public employer.

5. **Wis. Stat. § 19.356 is triggered prior to providing records to OIPM even where no public records request has been made, no public disclosure has been requested or contemplated, and the records are sought solely for internal governmental oversight, investigation, monitoring, or evaluation pursuant to ordinance authority.** The statute governs disclosure to an individual that is not the employee or their representative. Again, there are many records that City agencies share with each other so each agency can do their job. There are many records that MPD provides to the IM so the IM can fulfill their statutory duties, but the Wisconsin legislature has carved out public employee personnel records for certain legal protections.

6. **The active status of a PSIA, Internal Affairs investigation independently authorizes withholding investigatory materials from OIPM notwithstanding the ordinance's express grant of access, and that the notice and hold provisions of § 19.356 apply at the point of internal access rather than only after a decision to permit public release of records.** For discipline investigations, the investigation must conclude before any records can be released. The investigation concluding is when the final investigative findings, generally sustained or not sustained, are determined. Typically, this is a written report, but it could be an email, or it could be verbal. Imposing discipline after the conclusion of the investigation is not part of the investigation so a public employer cannot deny or hold onto a request until after the employee is disciplined. The record request must be processed at the close of the investigation.

7. **MPD is prohibited from providing OIPM with investigatory materials, including officer interview transcripts, during an active investigation absent compliance with § 19.356 notice procedures**. The employee investigation must conclude. The conclusion of the investigation is what I've described above.

8. **The ordinance's grant of unfettered access to MPD records to the extent permitted by law is subordinate to § 19.356 notice and delay provisions even where no public disclosure is implicated.** The City must follow State law. It would be illegal to produce records contrary to State law. At the time the ordinance was created the Council discussed the meaning of "unfettered access" and declined to define that term but specifically included the moderating phrase "to the extent permitted by law." The City ordinance cannot supersede the rights and obligations established in the statutes.

9. **When referencing safeguards the law provides, the City is relying on mandatory statutory requirements rather than internal legal review practices, and if so, please identify the specific statutory provisions requiring such safeguards prior to providing records to OIPM.** The City is citing State law and not internal City APMs or MPD SOPs. The two primary laws are 103.13 and 19.36 but there are other laws that govern medical records, attorney client documents, etc.

10. **If OIPM is not being treated as the public for all purposes, please clarify the legal basis under which Chapter 19 notice provisions are being applied to OIPM's ordinance authorized access rather than to a decision to release records to the public.** I don't understand the question. If the public entity is going to release employee discipline documents, then it needs to provide the statutory notice under 19.356. There is case law, which the statute codified, stating that the employee is entitled to notice. See Woznicki v. Erickson (1996).

If any of the foregoing statements do not accurately reflect the City's position, please identify the specific statement or statements at issue and provide the statutory or legal authority supporting the distinction being drawn. The City does not have a "position." The City is following the law.

Separately, to ensure clarity regarding timing, if the city maintains that notice under § 19.356 is required, please confirm whether OIPM's request for officer interview transcripts is being treated as a decision to permit public access under § 19.35. If not, please clarify the legal basis for applying § 19.356 prior to providing records for internal oversight purposes. I'm not sure I understand the question. The OIM's ask for the interview transcripts is treated as a record request; the transcripts are part of the discipline documents. There is no denial to the OIM of the records. There is just the application of the law to those records.

Finally, OIPM requests that MPD provide the officer interview transcripts by close of business Today 02/11/2026. If MPD will not produce the transcripts by that time, please confirm that position. As explained, if the investigation is not concluded, we would not provide any documents at this time. If the investigation is concluded, then we would provide the employee with the transcript and give them the 19.356 notice. The employee may waive their right under 19.356, and the record could be released immediately, or we would have to wait and release the record on the 12th day if the employee did not go into court to stop the release.

Patricia Lauten
Deputy City Attorney
City of Madison
plauten@cityofmadison.com

From: Marianne Oleson
To: All Alders
Subject: General Ordinance 5.19 & 5.20
Date: Monday, April 20, 2026 3:20:07 PM
Attachments: AlderMadison-5.19-5.20.pdf

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Greetings,

Please see attached; thank you.

Respectfully,
Marianne Oleson
Co-Executive Director
EXPO of Wisconsin

"Mistakes belong to the past, we belong to the future." *Susan Burton*

Check us out on Facebook, and Instagram
https://expowisconsin.org

EXPO of Wisconsin
17 Applegate Court
Suite 100
Madison, WI 53713
(608) 467-2495
www.expowisconsin.org

Dear Madison City Alders,

I am writing to urge you to vote no on the proposed changes to Madison General Ordinances 5.19 and 5.20 on April 21.

These ordinances were created in 2020 to establish truly independent civilian oversight of the Madison Police Department through the Office of the Independent Monitor and the Police Civilian Oversight Board. The Common Council adopted that structure on a 19-0 vote after extensive public engagement and a deliberate decision to place oversight under an independent board rather than under the Mayor's Office.

The proposed amendments are being described as technical or clarifying, but the substance appears far more serious. As scheduled for Council consideration, the changes would require the OIM to comply with mayorally approved Administrative Procedure Memoranda, alter the ordinance's guarantee of unfettered access to records by removing "computer databases" and conditioning access through an MOU, and eliminate the Monitor's existing authority to retain independent legal counsel when necessary.

Taken together, those changes threaten the core independence that made this model meaningful in the first place. An oversight office cannot effectively oversee police if it is made more dependent on the same city power structure and legal apparatus it may need to challenge. Even if the intent is administrative consistency, the practical effect is to weaken independence, narrow access, and create conflict around legal advice.

It is also deeply concerning that the Police Civilian Oversight Board voted unanimously on March 25 to recommend that these changes be placed on file with prejudice, and stated that the Board had not been consulted before the changes were drafted. If the body created to help safeguard civilian oversight is telling you this process has not been collaborative and these changes should not move forward, that warning should carry real weight.

Madison does not strengthen public trust by weakening independent oversight. If there are legitimate administrative issues to resolve, they should be addressed through a transparent, collaborative process that includes the OIM, the PCOB, and the community, not through rushed changes that undercut the very independence the Council intentionally built in 2020.

Please protect the integrity of civilian oversight in Madison. Please vote no on gutting Ordinances 5.19 and 5.20.

Sincerely,

Marianne Oleson

Marianne Oleson

Co-Executive Director

EXPO of Wisconsin

From: Pamela Oliver
To: All Alders
Subject: opposition to #55, amendments to PCOB/OIM ordinance
Date: Tuesday, April 21, 2026 10:41:50 AM

Some people who received this message don't often get email from pamelaoliver1180@gmail.com. Learn why this is important

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Dear Alders,

I am registering strong opposition to item #55, "Report Requirements OIM PCOB" (detail link 92386). I am opposed on the merits of the proposed legislation, but I especially want to call out the manipulative and undemocratic way in which this round of amendments has been proposed, with last-minute changes uploaded less than five days ago to Legistar coupled with an inflammatory news article published over the weekend within three days of the scheduled vote. This is not the first time this has happened. A small number of people appear determined to block the functioning of the Police Civilian Oversight Board and the Independent Monitor by forcing them, members of the general public concerned about the issues, and members of the city council to waste their time responding to these ongoing attacks.

Many different details are woven into the proposed amendments, each one of which requires a separate discussion to address. It is impossible to address all the issues raised in a short statement. Lumping them all together in a last-minute package is counter to any norms of careful deliberation and claiming to have addressed prior concerns in a last-minute memo that falsely purports to be a consensual document is misleading at best. The only responsible action the City Council can take on this timetable to this omnibus attack on the PCOB and the Independent Monitor is to vote down the whole package.

To briefly address some of the substantive issues, there was extensive deliberation in 2020 about the whether the IM and the PCOB should have access to independent counsel. That should be taken as a settled issue. The City Attorney represents the city and the police department and cannot be treated as independent counsel in cases where the city might have liability for the actions of a police officer.

Complaints about which computer or software was used to analyze arrest records is a distraction. These are public records which any citizen has the right to obtain via an open records request. In the past, Madison Police have emailed me spreadsheets of arrest records without my even having to file a petition, because I was involved with local committees working on racial disparity issues. What is at stake is not whether the IM should have access to the data but whether they should have to jump through administrative barriers to obtain that access and analyze the data.

Complaints about the mishandling of confidential records by the prior IM are the specific material issue that needs to be addressed, but this omnibus attack on the enabling legislation is not the way to do it. Confidentiality concerns can be narrowly and directly addressed, probably by requiring adherence to the FBI's Criminal Justice Information Services Security Policy.

Thank you for your attention.

Yours

Pamela Oliver

334 N Yellowstone Drive

Madison WI 53705-2446

--
Pamela Oliver

From: Maia Pearson
To: All Alders; council
Subject: Fwd: Detailed OIM Concerns, Phone Call Follow-Up
Date: Tuesday, April 21, 2026 1:53:49 PM

[The full PCOB has been bcc'd for information purposes only]

Good afternoon Alders,

Welcome to our new alders, I look forward to working with you.

For the sake of transparency, I am forwarding you the response received from Sarah Edgerton, Director of Information Technology. This correspondence was not included in the legistar file for tonight's meeting.

The omission of this information is concerning. It contributes to an incomplete record at a time when there are serious assertions being discussed publicly regarding the Office of the Independent Police Monitor and the Police Civilian Oversight Board. As it stands, the narrative suggests that the Board and the Office have recently "violated" City policies, when in several instances the underlying issue reflects staff asking questions and seeking clarification. It is important that the deliberations are based on a full and balanced understanding of the facts.

I will also be forwarding a response from Erin Hillson, Director of Human Resources, so that you have additional context as you consider this matter.

Thank you for your time and attention to this. Please let me know if you have any questions.

In solidarity,

Maia

--
Maia Pearson, Board Chair
City of Madison Police Civilian Oversight Board
Office of the Independent Monitor

---------- Forwarded message ---------
From: **Edgerton, Sarah** <SEdgerton@cityofmadison.com>
Date: Wed, Apr 1, 2026 at 1:36 PM
Subject: RE: Detailed OIM Concerns, Phone Call Follow-Up
To: Maia Pearson <mpearson.cob@gmail.com>
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Good afternoon, Chair Pearson,

Thank you for your email. I appreciate your following up with us and your invitation to come to you with any questions or concerns regarding the Office of the Independent Monitor. If there are any future needs, I will reach out to you, and I would offer that you should also reach out to me directly with any IT questions.

As HR Director Hillson noted in her email response, I would also like to clarify with you that the examples provided below were issues that we had to address with the previous Office of the Independent Monitor and **are not existing issues**. These were highlighted to demonstrate the need for clear policies for the OIM so that they can operate successfully within the City of Madison structure. In fact, Independent Monitor Glass pointed out to me that it was not clear if these policies were legal requirements that the OIM had to follow. I agree with her observation that the current ordinance language is not clear.

Please know that Independent Monitor Glass has been a good partner to work with and is working with us to make sure that all requirements of Information Technology APMs are followed to ensure that we are mitigating risks and security concerns. We appreciate this partnership. I think it is important to acknowledge City IT policies do apply where we have not worked out alternative policies for the OIM.

Regarding APM 3-18, City of Madison logo, and the PCOB website, we are very open to having a discussion with you and Independent Monitor Glass on a PCOB website and providing guidance where needed.

I will see you at tonight's meeting.

Thank you,

Sarah

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Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up

You don't often get email from mpearson.cob@gmail.com. Learn why this is important

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Good Afternoon MGR,

Thank you for following up on our phone conversation and outlinding the concerns raised. To ensure transparency, I have cc'd the relevant department leaders, as noted in your email.

To date, the majority of the concerns outlined in your email have not been formally communicated to me or to members of the Board by department leadership or alders, particularly within the timeframe you reference. To the concerns that have been raised previously under prior leadership, they have been addressed. Moving forward, timely and direct communication of this nature will be important to ensure concerns can be fully understood and resolved by the board.

As a governing body and the Independent Police Monitor's direct report, we take seriously both our oversight responsibilities and our obligation to the community.

With respect to the specific areas you elevated:

> ***Technology procurement processes (APM 3-20)*** *and* ***logo usage (APM 3-18):***
>
> > At this time, no specific instances of noncompliance have been provided. Additional detail would be helpful to ensure clear and accurate understanding of these concerns. Based on current information, the interim IPM is actively working with IT to procure appropriate systems needed by the office. It is also important to note that oversight bodies often require specialised systems that are different from standard City infrastructure, which may require additional clarification and coordination. Regarding branding, the Board previously engaged with the City Communications Manager to discuss branding and received approval to

use a distinct logo reflecting the unique role of the PCOB. To further note, in the spirit of collaboration, when creating the branding, the Board ensured to use the City's branding document as reference.

Information Technology and data security:

Concerns related to device usage and data access were addressed prior to the interim IPM's tenure. My understanding is that the necessary trainings have been completed and that staff are working within established protocols. If there are new or ongoing concerns, the Board would welcome the opportunity to review and discuss them directly.

Website and digital infrastructure:

The concept of a more independent, accessible, and functional web presence has been discussed for several years, in response to community feedback regarding the accessibility of PCOB and OIM information. Improving public access to reports, meetings, and materials remains a priority for the Board. I would like to note that due to the unique role of oversight, most oversights in the US have their own standalone sites or have more autonomy with design and mechanisms/coding of said site. We are happy to provide examples and anticipate working collaboratively with the relevant departments.

Human Resources:

The OIM and PCOB are actively working with HR to ensure compliance with FLSA and other HR applicable policies. The recruitment and hiring processes for the next IPM has started. We are working in partnership with HR, learning more about the City's Equitable Hiring Plan and crafting a process that ensures robust community input.

Finance:

At this time, the board has not been made aware of the concerns referenced. We are committed to working collaboratively with finance to ensure procurement and contracting processes align. Especially as we prepare for the 2027 budget.

More broadly, I want to acknowledge the theme raised regarding the

relationship between independence and administrative compliance.

The Board fully understands that the OIM operates within City systems and may be subject to basic applicable legal and administrative requirements. At the same time, the independence of the OIM and PCOB in carrying out its core mission is fundamental and must be preserved. In practice, this can require thoughtful coordination where existing policies do not always fully align with the unique structure, needs, and responsibilities of civilian oversight.

We believe that alignment is best achieved through direct communication and welcome continued conversations with alders and City stakeholders to ensure there is a shared understanding of this balance and to strengthen the systems supporting this work.

Finally, with respect to your reference to potential Council action, I would simply note that the ordinance establishing the OIM clearly affirms its independence in the performance of its duties. Maintaining that independence remains essential to the integrity and effectiveness of the oversight function and the Board remains committed to upholding that independence while also ensuring accountability and compliance with applicable basic requirements (MGO 5.19 (6)(b))

I appreciate your willingness to raise these concerns and agree that continued communication will be important moving forward. The Board remains committed to addressing issues constructively, collaboratively when necessary, and ensuring the long term suitability of the OIM and PCOB.

In solidarity,

Maia

--

Maia Pearson, Board Chair

City of Madison Police Civilian Oversight Board

Office of the Independent Monitor

On Tue, Mar 24, 2026 at 12:26 AM Govindarajan, MGR <district8@cityofmadison.com> wrote:

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> Thank you again for taking the time to speak with me on Saturday regarding Legistar 92386. I appreciated the conversation and your willingness to engage on this issue. As discussed, I wanted to follow up in writing to share a set of concerns that have been raised to me by multiple City departments regarding the current operations of the Office of the Independent Monitor.
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> **Information Technology leadership has also raised concerns to data security and compliance. These include:**

Use of personal or unmanaged devices to access or store City data

- This presents significant cybersecurity risks
- Would not meet Criminal Justice Information Systems (CJIS) standards
- Could jeopardize MPD's access to state and federal data systems

- Resistance to required training and established processes
  - Requests for access to systems without completing required trainings
  - Questions about whether certain procedures are "mandatory"
- Website and digital infrastructure concerns
  - References in the OIM Annual Report to a potential independent PCOB website raise issues related to:
    - Records retention and open records compliance
    - Accessibility requirements
    - Long-term maintence and staffing capacity
    - Cybersecurity risks

There are also questions regarding compliance with existing policies in published materials, including logo usage standards and the potential use of generative AI in official documents.

Human Resources has similarly identified araes of potential legal and financial risk. These include:

- Fair Labor Standards Act (FLSA) compliance if staff are working beyond allotted or budgeted hours
  - There was also a public statement made during the press conference indicating that OIM staff may be working beyond their allotted or budgeted hours, which could raise FLSA compliance concerns if staff are working unpaid hours.
  - Tax law compliance concerns related to out-of-state work
- Hiring process for the next Independent Monitor
  - Ensuring the process follows established HR procedures and legal standards to avoid potential claims of discriminatory hiring practices, particularly given prior issues that have required significant staff time and legal resources
- Adherence to workplace policies related to
  - Discrimination

    - Workplace safety

As you know, these policies exist to mitigate risk and ensure that issues are addressed promptly and appropriately.

I haven't yet directly spoken to them, but I've heard that the Finance Department has similar concerns, mainly regarding:

- Contracting with services or programs without following established processes
- Purchasing equipment, software, or other items without following city policies

From my understanding, the Finance Department will not process payments if required policies are not followed. This reflects their responsibility to ensure that taxpayer funds are spent in accordance with Council authorization and City policy. Situations like this can create legal and financial risk if not addressed proactively.

The issues above, which staff have shared with me, seem to be just from the last three months.

Across these conversations, a consistent theme has emerged: concern that the OIM's independence in carrying out its core mission (investigations, findings, and recommendations) is being interpreted to include adminstrative, legal, and operational requirements. *While independence in its core function is both important and necessary, extending that independence to areas such as compliance with City policies and legal requirements creates risk not just for the OIM, but for the City as a whole.*

I am sharing these concerns so that the PCOB is aware of potential compliance gaps and operational risks, as well as areas where additional clarity or oversight may be warranted. These issues also directly informed portions of the ordinance revisions I recently introduced, particularly those clarifying that the OIM is fully independent in its mission but remains subject to City administrative structures, policies, and other applicable laws.

Staff Contact Information:

- Information Tech.: Sarah Edgerton -- SEdgerton@cityofmadison.com

Human Resources: Erin Hillson -- EHillson@cityofmadison.com

- Finance Dept.: Dave Schmiedicke -- DSchmiedicke@cityofmadison.com
- City Attorney: Mike Haas -- MHaas@cityofmadison.com

Additionally, as I mentioned in our call, some of the information shared here may become part of broader public discussion. My preference, however, is to work collaboratively with you and the Board to address these concerns directly *and ensure that the Council is kept appropriately informed*. If these risks are not addressed and result in avoidable liability for the City, I believe the Council would be compelled to take steps to mitigate that risk, including reevaluating the structure, oversight, and funding of the OIM and PCOB.

I want to reiterate that I believe strongly in the mission and importance of both the OIM and the PCOB. My goal is to ensure that the structure supporting that mission is sustainable and aligned with existing policies of the city. I would welcome the opportunity to discuss any of these concerns further and to hear the Board's perspective.

Best,

MGR Govindarajan *(he/him/his)*
District 8 Alder | (608) 509-9119
My Blog

From: Maia Pearson
To: All Alders; council
Cc: Glass, Aeiramique; Njoku, Chioma
Subject: Fwd: Detailed OIM Concerns, Phone Call Follow-Up
Date: Tuesday, April 21, 2026 2:01:41 PM

Some people who received this message don't often get email from mpearson.cob@gmail.com. Learn why this is important

[The full PCOB has been bcc'd & OIM has been cc'd for information purposes only]

Good afternoon Alders,

As mentioned in my previous forwarded correspondence, I am forwarding the response from Erin Hillson, Director of Human Resources, for additional context for consideration.

Again, for the sake of transparency, this correspondence omission is concerning and as stated in my previous forwarded email, "it contributes to an incomplete record at a time when there are serious assertions being discussed publicly regarding the Office of the Independent Police Monitor and the Police Civilian Oversight Board." It is important that the deliberations are based on a full and balanced understanding of the facts.

The Board, as concerns are raised, have worked diligently to address. The Board remains committed to addressing issues constructively, collaboratively when necessary, and ensuring the long term suitability of the OIM and PCOB.

Thank you for your time and attention to this. Please let me know if you have any questions.

In solidarity,

Maia

--
Maia Pearson, Board Chair
City of Madison Police Civilian Oversight Board
Office of the Independent Monitor

---------- Forwarded message ---------
From: **Hillson, Erin** <EHillson@cityofmadison.com>
Date: Wed, Apr 1, 2026 at 10:14 AM
Subject: RE: Detailed OIM Concerns, Phone Call Follow-Up
To: Maia Pearson <mpearson.cob@gmail.com>, Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>, Edgerton, Sarah <SEdgerton@cityofmadison.com>, Schmiedicke, David <DSchmiedicke@cityofmadison.com>, Haas, Michael R <MHaas@cityofmadison.com>

Hi Maia –

Thank you for your email and for the conversation on Tuesday. I want to verify that you reached out to me to ensure we are working together to solve any FLSA issue that may exist. I provided guidance to staff in December about the need to ensure they are working within the hours authorized by Council, and my concerns came up after hearing the recent press conference that folks in the office were continuing to work over their budgeted time. I provided a couple of options last week to balance workload with reporting requirements, and I appreciated you reaffirming that this will be addressed.

I want to also share that the hiring process example used below was one that we ran into with a **previous hire** in this office, not an existing issue. I appreciate that we are working together to make sure this process meets the requirements of the ordinance and also meets standards we have at the City to ensure things like bias and discrimination do not enter into the hiring process, while having a robust community engagement process.

Lastly, the third example (adherence to discrimination or workplace safety rules) is an example of where we have **significant liability** as a City if policies aren't adhered to by managers, supervisors, and employees**. I have no evidence or reason to believe issues like this are going on in the OIM currently**, rather I want make sure it is understood that if policies aren't followed we incur the liability, whether or not we (as an organization) knew about it or condoned it.

I'll stop into the meeting tonight in case it would be helpful for the PCOB to hear this from me directly.

Best,

Erin

From: Maia Pearson <mpearson.cob@gmail.com>
Sent: Tuesday, March 31, 2026 5:16 PM
To: Govindarajan, MGR <district8@cityofmadison.com>
Cc: Glass, Aeiramique <AGlass@cityofmadison.com>; Edgerton, Sarah

<SEdgerton@cityofmadison.com>; Schmiedicke, David <DSchmiedicke@cityofmadison.com>; Hillson, Erin <EHillson@cityofmadison.com>; Haas, Michael R <MHaas@cityofmadison.com>
Subject: Re: Detailed OIM Concerns, Phone Call Follow-Up

Caution: This email was sent from an external source. Avoid unknown links and attachments.

[The full PCOB has been bcc'd for information purposes only]

Good Afternoon MGR,

Thank you for following up on our phone conversation and outlinding the concerns raised. To ensure transparency, I have cc'd the relevant department leaders, as noted in your email.

To date, the majority of the concerns outlined in your email have not been formally communicated to me or to members of the Board by department leadership or alders, particularly within the timeframe you reference. To the concerns that have been raised previously under prior leadership, they have been addressed. Moving forward, timely and direct communication of this nature will be important to ensure concerns can be fully understood and resolved by the board.

As a governing body and the Independent Police Monitor's direct report, we take seriously both our oversight responsibilities and our obligation to the community.

With respect to the specific areas you elevated:

> ***Technology procurement processes (APM 3-20)*** *and* ***logo usage (APM 3-18):***
>
> > At this time, no specific instances of noncompliance have been provided. Additional detail would be helpful to ensure clear and accurate understanding of these concerns. Based on current information, the interim IPM is actively working with IT to procure appropriate systems needed by the office. It is also important to note that oversight bodies often require specialised systems that are different from standard City infrastructure, which may require additional clarification and coordination.

Regarding branding, the Board previously engaged with the City Communications Manager to discuss branding and received approval to use a distinct logo reflecting the unique role of the PCOB. To further note, in the spirit of collaboration, when creating the branding, the Board ensured to use the City's branding document as reference.

Information Technology and data security:

Concerns related to device usage and data access were addressed prior to the interim IPM's tenure. My understanding is that the necessary trainings have been completed and that staff are working within established protocols. If there are new or ongoing concerns, the Board would welcome the opportunity to review and discuss them directly.

Website and digital infrastructure:

The concept of a more independent, accessible, and functional web presence has been discussed for several years, in response to community feedback regarding the accessibility of PCOB and OIM information. Improving public access to reports, meetings, and materials remains a priority for the Board. I would like to note that due to the unique role of oversight, most oversights in the US have their own standalone sites or have more autonomy with design and mechanisms/coding of said site. We are happy to provide examples and anticipate working collaboratively with the relevant departments.

Human Resources:

The OIM and PCOB are actively working with HR to ensure compliance with FLSA and other HR applicable policies. The recruitment and hiring processes for the next IPM has started. We are working in partnership with HR, learning more about the City's Equitable Hiring Plan and crafting a process that ensures robust community input.

Finance:

At this time, the board has not been made aware of the concerns referenced. We are committed to working collaboratively with finance to ensure procurement and contracting processes align. Especially as we prepare for the 2027 budget.

More broadly, I want to acknowledge the theme raised regarding the relationship between independence and administrative compliance.

The Board fully understands that the OIM operates within City systems and may be subject to basic applicable legal and administrative requirements. At the same time, the independence of the OIM and PCOB in carrying out its core mission is fundamental and must be preserved. In practice, this can require thoughtful coordination where existing policies do not always fully align with the unique structure, needs, and responsibilities of civilian oversight.

We believe that alignment is best achieved through direct communication and welcome continued conversations with alders and City stakeholders to ensure there is a shared understanding of this balance and to strengthen the systems supporting this work.

Finally, with respect to your reference to potential Council action, I would simply note that the ordinance establishing the OIM clearly affirms its independence in the performance of its duties. Maintaining that independence remains essential to the integrity and effectiveness of the oversight function and the Board remains committed to upholding that independence while also ensuring accountability and compliance with applicable basic requirements (MGO 5.19 (6)(b))

I appreciate your willingness to raise these concerns and agree that continued communication will be important moving forward. The Board remains committed to addressing issues constructively, collaboratively when necessary, and ensuring the long term suitability of the OIM and PCOB.

In solidarity,

Maia

--

Maia Pearson, Board Chair

City of Madison Police Civilian Oversight Board

Office of the Independent Monitor

On Tue, Mar 24, 2026 at 12:26 AM Govindarajan, MGR <district8@cityofmadison.com> wrote:

> Hi Maia,
>
> Thank you again for taking the time to speak with me on Saturday regarding Legistar 92386. I appreciated the conversation and your willingness to engage on this issue. As discussed, I wanted to follow up in writing to share a set of concerns that have been raised to me by multiple City departments regarding the current operations of the Office of the Independent Monitor.
>
> My intention in sharing this information is not to assign fault or draw conclusions prematurely, but to ensure that the PCOB as the governing body of the OIM, is aware of potential operational, legal, and compliance risks that may warrant further discussion or review. I believe that you having all the information available will allow you to do the vital role you've all volunteered to fulfill.
>
> ---
>
> **Several departments have raised concerns regarding adherence to City policies, processes, and APMs.** In particular, there have been instances where standard City requirements have been questioned or not consistently followed, including:
>
> - Technology procurement proceseses (APM 3-20)
> - Logo usage policies (APM 3-18)
> - Use of City-managed systems and devices
>
> In some cases, City staff have had to reiterate that OIM employees, as City employees, are subject to the same policies and procedures as other departments. This has placed department leadership in the difficult position of needing to clarify or enforce policies with a peer office, particularly given the unique structure and perceived indepndence of the OIM.
>
> **Information Technology leadership has also raised concerns to data security and compliance. These include:**

- Use of personal or unmanaged devices to access or store City data
    - This presents significant cybersecurity risks
    - Would not meet Criminal Justice Information Systems (CJIS) standards
    - Could jeopardize MPD's access to state and federal data systems
- Resistance to required training and established processes
    - Requests for access to systems without completing required trainings
    - Questions about whether certain procedures are "mandatory"
- Website and digital infrastructure concerns
    - References in the OIM Annual Report to a potential independent PCOB website raise issues related to:
        - Records retention and open records compliance
        - Accessibility requirements
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- Hiring process for the next Independent Monitor
    - Ensuring the process follows established HR procedures and legal standards to avoid potential claims of discriminatory hiring practices, particularly given prior issues that have required significant staff time and legal resources
- Adherence to workplace policies related to

    - Discrimination
    - Workplace safety

As you know, these policies exist to mitigate risk and ensure that issues are addressed promptly and appropriately.

I haven't yet directly spoken to them, but I've heard that the Finance Department has similar concerns, mainly regarding:

- Contracting with services or programs without following established processes
- Purchasing equipment, software, or other items without following city policies

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Across these conversations, a consistent theme has emerged: concern that the OIM's independence in carrying out its core mission (investigations, findings, and recommendations) is being interpreted to include adminstrative, legal, and operational requirements. *While independence in its core function is both important and necessary, extending that independence to areas such as compliance with City policies and legal requirements creates risk not just for the OIM, but for the City as a whole.*

I am sharing these concerns so that the PCOB is aware of potential compliance gaps and operational risks, as well as areas where additional clarity or oversight may be warranted. These issues also directly informed portions of the ordinance revisions I recently introduced, particularly those clarifying that the OIM is fully independent in its mission but remains subject to City administrative structures, policies, and other applicable laws.

Staff Contact Information:

- Information Tech.: Sarah Edgerton -- SEdgerton@cityofmadison.com

- Human Resources: Erin Hillson -- EHillson@cityofmadison.com
- Finance Dept.: Dave Schmiedicke -- DSchmiedicke@cityofmadison.com
- City Attorney: Mike Haas -- MHaas@cityofmadison.com

Additionally, as I mentioned in our call, some of the information shared here may become part of broader public discussion. My preference, however, is to work collaboratively with you and the Board to address these concerns directly *and ensure that the Council is kept appropriately informed*. If these risks are not addressed and result in avoidable liability for the City, I believe the Council would be compelled to take steps to mitigate that risk, including reevaluating the structure, oversight, and funding of the OIM and PCOB.

I want to reiterate that I believe strongly in the mission and importance of both the OIM and the PCOB. My goal is to ensure that the structure supporting that mission is sustainable and aligned with existing policies of the city. I would welcome the opportunity to discuss any of these concerns further and to hear the Board's perspective.

Best,

MGR Govindarajan *(he/him/his)*
District 8 Alder | (608) 509-9119
My Blog

--
Maia Pearson, Board Chair
City of Madison Police Civilian Oversight Board
Office of the Independent Monitor

From: Karen Reece
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: In opposition to Item 55 - amendments to PCOB/OIM ordinances
Date: Tuesday, April 21, 2026 12:14:33 PM

Some people who received this message don't often get email from inkreece@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear alders,
I'm writing to ask you to vote no or place on file, on item 55 - the proposed amendments to city ordinances 5.19 and 5.20 (Legistar File 92386). Common Council generally follows the recommendations of committees/commissions/boards because these groups can give appropriate time and informed, if not expert, review of these items. The Police Civilian Oversight Review Board unanimously voted to NOT recommend these amendments.

While I'm writing as a resident of District 14, I am well-informed on this issue as I also work for one of the organizations tasked with nominating community members to serve on the PCOB. The original ordinances were written carefully and thoughtfully by a team of three alders and the common council unanimously voted in favor of the City of Madison having an independent mechanism to ensure residents rights, health, and safety are protected as it relates to police actions.

While these brand new entities initially struggled to get fully up and running, community members on the PCOB have worked tirelessly to help develop process and standards and OIM staff have diligently supported with rigorous data analysis. With a new Interim Independent Monitor who brings national expertise to our city, the office has moved through the backlog of complaints and issued a detailed report reminding us of the severe and persistent racial disparities our city fails to address effectively year after year. The PCOB and OIM deserve general support from the common council and to not be derailed by more structural changes just as they are hitting their stride.

Here's the short version as to why these amendments harmfully and systematically dismantle the independent nature of OIM and PCOB:

1. Restricted Evidence Access: Cutting off direct access to MPD databases forces the OIPM to negotiate for information with the very department it is tasked with overseeing.
2. Conflict of Interest in Legal Counsel: Requiring the OIM to seek legal advice from the City Attorney - who represents city management - strips the office of its ability to obtain neutral, independent legal guidance. The independent part of the office means the need for independent legal counsel.
3. Political Overreach: Adding a sitting alder to the PCOB compromises its status as a purely civilian body, inviting political pressure into a space meant for community-led accountability and the only available space of that nature. Alders are able to fully engage with the board by attending open meetings, scheduling meeting time with members, and meeting with OIM paid staff to discuss concerns and work collaboratively on helping the office operate effectively.
4. Potential Investigative Interference: The language in the amendment about Administrative Procedure Memorandums (APMs) could create a pathway for the Mayor’s Office to effectively use administrative rules to dictate how investigations are

conducted.

It's critical that we follow best practices from similar entities that are currently running effectively in much bigger cities. There is a reason these entities much remain independent. We have expert staff and board members making a strong recommendation on the amendments. Please support their work and expertise by opposing these amendments.

--

Karen Reece, PhD (pronouns: she/her/they/them)
District 14
Cell: 608.213.0571

From: Angela Richardson
To: All Alders
Subject: Please vote AGAINST all amendments to Madison General Ordinances 5.19 and 5.20 at Tue 4/21 Council mtg
Date: Tuesday, April 21, 2026 2:24:35 PM

Some people who received this message don't often get email from angelarichardson1000@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,
As a concerned Madison citizen, I write asking you to please vote AGAINST all amendments to Madison General Ordinances 5.19 and 5.20 at this evening's Common Council meeting.

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.
The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.
The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.
The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.
The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.
OIPM ordinance 5.19
https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1-10_CH5PODEPORE_5.19OFINPOMO&fbclid=IwY2xjawRUrPRleHRuA2FlbQIxMABicmlkETFBTGZSYVJwSG1XTzdrM0RFc3J0YwZhcHBfaWQQMjIyMDM5MTc4ODIwMDg5MgABHlODeRAhdWtHy6dfzCDXkF87Huv89EspYC_UnnpjCBtO0bIGG6WFjtVvBgxH_aem_RC85XyIp7hOsmckuwdRuag
PCOB ordinance 5.20
https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO&fbclid=IwY2xjawRUrPZleHRuA2FlbQIxMABicmlkETFBTGZSYVJwSG1XTzdrM0RFc3J0YwZhcHBfaWQQMjIyMDM5MTc4ODIwMDg5MgABHi-WeeS9XjxtO63nG0vX0ZKaL7OYL9T2igfhqx1vutppht MO4eeeJzTxnCz__aem_NJZ-3y15h9pWdyh1AThZOQ

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:
- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.
- Play with confidentiality to restrict access.
- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:
- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.
- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.
- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.
- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.
- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:
- As stated at the start, this creates a severe problem, given the inherent conflict of interest.
- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.
- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.
- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.
- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:
- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.
- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."
- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.
- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,
Angela Richardson
217 Dunning St, Madison, WI 53704-5439

From:	Jessie Rodgers
To:	All Alders
Subject:	Opposing Amendments to OIPM Ordinance 5.19 & PCOB Ordinance 5.20
Date:	Monday, April 20, 2026 2:37:36 PM

Some people who received this message don't often get email from jessie.rodgers10@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders MGR Govindarajan, Sabrina Madison and Davy Mayers,

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB. The City Attorney must not serve as their source of legal oversight, advice, and representation.

OIPM ordinance 5.19
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO)

PCOB ordinance 5.20 [https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO)

The Amendments:
1.) Restricting data and records access:

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This is obstructive and incongruent with the national standard for police oversight.

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- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

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3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB’s ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20s as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

Jessie Wille
300 Laurel Lane
Madison, WI 53704

From: Jake Rodgers
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: Oppose All Amendments to Ordinances 5.19 and 5.20. Protect the Office of the Independent Police Monitor.
Date: Monday, April 20, 2026 4:41:31 PM

Some people who received this message don't often get email from jjrodgers1994@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

OIPM ordinance 5.19
https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO

PCOB ordinance 5.20
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO)

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

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- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

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Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20 as they are and, for now, instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

Jake Rodgers
2518 East Johnson Street
Madison,Wisconsin
53704

From: Bonnie Roe
To: Govindarajan, MGR
Cc: All Alders
Subject: Item 55 on tonight"s agenda (Legistar #92386)
Date: Tuesday, April 21, 2026 7:02:00 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder-elect Zhang,

Congratulations on your win in District 8! As you prepare for your first Common Council session this Tuesday, I wanted to provide you with critical "Day One" context regarding Legistar #92386, the proposed amendments to the Office of the Independent Monitor (OIM) ordinances.

While this may be framed by some as a political debate, internal City memos and forensic records tell a much more serious story of administrative and legal liability. Your predecessor, Alder Govindarajan, who originally championed this change, has stated that he can only support giving second chances so many times and warned that failure to pass this ordinance likely guarantees additional lawsuits.

Internal memos from the Police Chief and IT Director (Nov 2025), now made public, reveal a culture within the OIM that puts our constituents' privacy at extreme risk:

Marsy's Law & Victim Privacy: The OIM Data Analyst admitted to using his personal computer exclusively to analyze sensitive MPD records, bypassing City security protocols. This creates a massive liability under Wisconsin's Marsy's Law, as sensitive victim data was removed from secured City servers.

Shadow IT Operations: OIM staff explicitly used unapproved software for over a year after being denied permission by the IT Director, reportedly calling City-issued hardware a "paperweight."

The March 31 "Revised" Report: The OIM was recently forced to scrub "AI-hallucinated" imagery from their Annual Report (Appendix 3). However, they refused to correct the conflated data that combined civil citations with criminal arrests—a move that skews the public safety narrative and misleads your constituents.

Why #92386 is the Necessary Solution:
This ordinance is not a "rollback" of oversight; it is a safety net. It legally mandates that the OIM:

● Follow City Laws and policies: Subjects the office to the same IT, HR, and Administrative Procedures (APMs) as every other city agency.
Ensure Data Integrity: Mandates quarterly reports and accuracy of reporting

● Protect the Budget: Shields the City from the "predictable" lawsuits that Alder Govindarajan warned are coming if this "Shadow IT" culture continues.

While some community groups are framing #92386 as a "power grab," the records show it is

actually a security patch. The opposition is asking you to allow a city agency to continue taking home crime victim records on personal laptops. This isn't "independent oversight"—it is a liability trap for the City of Madison. Ask yourself: if any other department head allowed sensitive constituent data to be stored on an unencrypted personal device, would we call that "independence" or "negligence?"

Supporting #92386 ensures that oversight in Madison is legal, secure, and accurate. I hope you will join the multi-departmental consensus and vote YES on Tuesday to protect the integrity of our City’s data.

Best regards,

Bonnie Roe
608-239-1748

From: Debra Rogers
To: All Alders
Subject: Defeat amendments to Office of Independent Monitor
Date: Tuesday, April 21, 2026 2:37:46 PM

Some people who received this message don't often get email from derog80@yahoo.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear alders,

One night 14 years ago, awake at 3 AM, I heard a cop car speed down my block of Jenifer Street, park his squad at Baldwin, and within 15 seconds there were gunshots. Officer Steve Heimsness had in that time walked half a poorly lit block, assessed the situation, encountered a drunken and unarmed Paul Heenan, and shot him to death there on the sidewalk. Shocking, in this neighborhood where I felt safe walking home at night and violence almost never occurred. As the story gradually came out my sense of disbelief increased. A meeting with police in a nearby church one evening soon after added to it; the police answers to a line of us asking questions showed me a police department complacent with this, so much so that I used my turn to say that and that I objected to this breach of what seemed obviously appropriate. The line they kept repeating was that this killing was not outside what the department expected of its officers. No rules were broken, there was no breach in protocol, nothing to look into. I thought this just could not be the police department that Madison would have. I found myself for the first time fearing the police, seeing how easy it was to trigger them to shoot to kill, no questions before or after. I'm a white woman, of course having no direct experience of how poorer people, black and brown people, everyone less privileged than I, was treated by the police. If I could be brought to fear them, then obviously many others had it far worse. I knew that. But by the same token, if a young white musician stumbling home could evoke that response, something must be deeply wrong in the culture or practices of these police.

Out of this killing there evolved a neighborhood group, the Community Response Team (CRT) dedicated to looking into how policing was done in Madison, how it might be brought to change to reflect the values of the people who live here, and how to bring that about. Weeks, months, years. This was a labor of love and principle, and many people gave it countless hours of their time. I was mostly on the sidelines, supporting but not a principle player. The process that ensued was painstaking, meticulous, hiring an eminently respected group from California, OIR, to study the Madison situation and, after a year, to make recommendations about best practices being implemented around the country, and how to introduce them here. Their report, running (IIRC) 150 pages, was brilliant. Their analysis of the culture of this police department was incisive: They saw a department resting on and brandishing its reputation for progressiveness, but ironically working quietly to undercut all the actual changes that had been implemented under Chief Couper and in consultation with the experts at the university. They were backing away from it while proclaiming its merits.

There was then a City Council that was involved in the whole process, laborious committee approvals gained after hashing out each recommendation, and passing ordinances to set the legal structure, support ongoing assessment and oversight. All scrupulously out in the open, no surprises, discussions galore. It took much of a decade to get this passed. MPD said it was on board, and the Council approved ALL the plans and policies and changes. Setting up the office of the independent monitor and the PCOB were meticulous, community groups had been involved all along, and their input was always central to it. Covid happened, and George Floyd's shooting death at the hands of Minneapolis police, the protests. All these were weathered, incorporated, integrated.

There was one misstep in the last phases, under time pressure for a Council meeting, and a decision taken then about the selection of PCOB members (nominated by the community groups, and requiring that each group submit three nominees). Not all these committed groups HAD more than one or two

persons who were both well qualified and willing to serve on this board, and the final selection was given to the mayor and Council leaders who had been opponents of this reform in one way or another for years. They passed on some of the most deeply qualified (and politically active) candidates, and that got things off on shaky footing.

Here's the thing: This reform, which has enlisted involvement and approval from police, city, council, the community groups most closely affected by policing, every stakeholder imaginable, has been and is being quietly undermined for years by city staff. It is as the retired veterans of Madison community politics sadly agree, just how Madison does things. Nibble away at a new policy, shave a bit off here and there, keep seeing it as an intruder, cut off its legs, pull the plug, and then with perhaps the bitterest unveiling possible, set it loose and point out its deficiencies. Watch it fail, and then put it out of its misery.

The purpose of having a CIVILIAN police oversight board, and an independent monitor, is to provide a crucially missing piece in Madison's governance. It is and can well serve as the public's only means to have a voice in the city's governance, or to seek redress for real grievances, as well as getting answers to questions. I've heard endless assertions that there are other ways for citizens to be heard, but the fact is that every one of them answers first to the police department and/or city government, and every one offers citizens the chance to be spoken FOR, not the chance to speak in their own voice. There is real racial inequity here, and ameliorating its effects is best achieved by letting people speak for themselves, to tell their OWN story. I still find it remarkable how many layers of muffling there are between a citizen who has had a bad experience with Madison police and the ears that need to hear it directly. Madison is a place where much lip service is given to community participation, but the real thing is not built in, and we are effectively silenced. Why does helping us to have a voice read like a threat?

I've watched from fairly close up the spectacular array of obstacles that have been erected to keep this board and monitor from functioning. Year after year, the shifting alliances on the Council that are fueled by personal animosities are stifling the simple consents needed to let this live. Having now an office and a Monitor that are getting the work done, I'm grieved to see the whole office, the new Monitor, and the tiny staff under assault. Some of the personal attacks on Greg Gelembiuk, the data analyst, have been savage, and frankly there's always, always been some misunderstanding at the root that could be quickly cleared by TALKING. He's brilliant, he's dedicated, his work is always done thoughtfully, and he is NEVER trying to deceive. But over time many of you have been demonstrably mistaken about something, and Greg has pointed out your error to you. If you let yourselves gang up around the 35th wild accusation made against him, you will kill the best, most significant addition to this community that I've seen in more than 35 years.

He's an odd duck, right? For all our sakes, get over it. He's a resource you'll never find again, supporting a genius addition to how citizens can be heard here, and if you let him he will keep working tirelessly to make this thing run like clockwork. It IS running far better recently than it ever had. This can and surely will add to the city's prestige; it will look like Madison respects its residents and has implemented a delicately balanced mechanism to steadfastly hear those it may have inadvertently harmed.

These nonsensical amendments are each sufficient to sink the PCOB and independent monitor. Of course it is impossible to oversee and monitor any entity without having proper access to its internal records. Pull it out and look at this; shooting this down will both invite and deserve ridicule if you do it.

The objections over using a statistical program to analyze data; over so many petty issues that would be worked out in a flash if you wanted to let this program succeed; over deviations from rules that you know full well are regularly tailored to fit a department's requirements to function IF YOU WANT THAT TO HAPPEN — your motives are laid bare here.

This project has been in the works since 2012. It was passed by the Council in 2020. Cities and police departments that welcome improvement have embraced and implemented it. It's a gift. Please do not kill it.

It’s been ever so long since I’ve resorted to asking public officials to check their consciences before making a decision. Perhaps that’s obsolete. But I do ask it.

Please vote against this whole devious package of crippling amendments today, dismiss them with prejudice, and support this important work.

Thank you.

Deb Rogers

Verona (gentrified out a few years back after 35 years of making my home in Madison).

From: Amelia Royko Maurer
To: All Alders
Cc: Patterson, John
Subject: AI Photo Mocking Data Analyst
Date: Monday, April 20, 2026 11:03:40 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Members of the Madison Common Council and Chief Patterson,

If any of you are on Nextdoor, you may have noticed Bonnie Roe's cruel post featuring an AI photo depicting OIPM Data Analyst Greg Gelembiuk. This image was seemingly informed by some of your verbal and written descriptions of him, as well as the silence of those who know these descriptions to be untrue. While you cannot control Bonnie, I want to bring your attention to the harmful rippling effect of the misinformation being spread via Legistar, city blogs, and the news.

For the record, sensitive victim information and names were not included in the data Greg was provided by the MPD. There was no way for him to identify any of the subjects in the data. Furthermore, he used the program "R" to analyze the information - a tool approved and used by others within the city. His superior gave him permission to perform this work on his personal computer. Anyone who has conveyed otherwise owes Greg a public apology and should correct their statements.

After reading Chief Patterson's quotes in the Wisconsin State Journal, I asked Greg questions to verify the facts. Did you? Is this how you would like to be treated if a newspaper article misrepresented your behavior?

Additionally, why didn't our emails or memos regarding File #92386 appeared on Legistar alongside yours until today (Monday). While some have now been added, they are not being placed alongside alder updates. Why is it so difficult to maintain these public postings in an equitable fashion? It wasn't in 2020.

The fact is, no one has more specialized training and experience in police oversight than the combined leadership of OIPM Director Meeka Glass and PCOB Chair Maia Pearson. Their respective colleagues in the OIPM and PCOB are excellent at what they do, and they have remedied most of your previous concerns regarding attendance and productivity. To ambush them with amendments simply because you can - rather than collaborating on solutions and voicing concerns directly - is a missed opportunity. It is disrespectful and it creates an oppositional relationship that stifles creativity and ingenuity.

Please vote down any and all amendments to MGO 5.19 and 5.20 that have not been created alongside and approved by the OIPM and PCOB. There is no "fire" or emergency to justify this behavior, and no reason to force these changes through. This notion of an emergency is a fabrication by those who do not want this office and board to survive. We cannot live better or safer together without independent police oversight and transparency.

City Attorney Michael Haas, please stop fighting the independence of the office. If you must misrepresent or violate rules, ordinances, and state law to accomplish a goal, you should perhaps rethink that goal or ask yourself if the shortcut you are taking is worth the impact it is having on all of our lives.

Sincerely,
Amelia Royko Maurer

From: Richard Sandrock
To: All Alders
Cc: ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: Vote NO
Date: Tuesday, April 21, 2026 7:42:46 AM

Some people who received this message don't often get email from rsandrock41@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

This issue is so clear that I am sure you will be voting No against all amendments to Madison General Ordinances 5.19 and 5.20. You know the facts and the past history of the fix being in so please see that this issue is given a fresh look fair to all.

Richard Sandrock

From: Diane Schwartz
To: All Alders
Subject: Madison General Ordinances 5.19 and 5.20
Date: Monday, April 20, 2026 3:51:12 PM

Some people who received this message don't often get email from getkidsoutside@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Please vote in favor of these above ordinances. Thank you.

--
Diane Schwartz

From: Steve Verburg
To: All Alders
Subject: Please don't undermine the independence of OIM/PCOB
Date: Monday, April 20, 2026 5:28:52 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Alders:

An independent OIM/PCOB is the best thing the council has ever done to move toward ending MPD's atrocious record of racial discrimination in arrests and citations.

It is also our best chance at providing justice for all people harmed by MPD's routine over-policing.

There is no real evidence to support these proposed amendments.

Rumors and stories don't count.

Please vote against all amendments to Madison General Ordinances 5.19 and 5.20 and instead of threatening the independence of the police oversight office, begin planning to meet the national standard for funding independent oversight.

Fully fund and staff the office and board next year.

And keep it fully independent.

It's the only way to effectively police the police.

Thanks,

Steve Verburg
Wendy Lane
Madison, Wisconsin
607-212-9726

From: sarah
To: All Alders
Subject: Please oppose amendments to ordinances 5.19 and 5.20
Date: Tuesday, April 21, 2026 12:39:55 PM

You don't often get email from jentora@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello,

I have never written an alder before, but I feel we are about to make a big mistake. Please leave the ordinances 5.19 and 5.20 as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why I urge you to oppose them all, it is important to acknowledge the facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

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OIPM ordinance 5.19
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(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO)

PCOB ordinance 5.20 [https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO)

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- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney

for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Please leave the ordinances 5.19 and 5.20 as they are and instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,
Sarah Wall
1905 Axel Ave Madison, WI 53711

From: Christopher Young
To: Noah.L.Lieberman@gmail.com; All Alders; ellenfordistrict8@gmail.com
Subject: Ordinance 5.19 and 5.20 on Police
Date: Tuesday, April 21, 2026 11:57:44 AM

Some people who received this message don't often get email from ctfy89@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder Noah,

I urge you to oppose all proposed amendments to OIPM ordinance 5.19 and PCOB ordinance 5.20.

OIPM ordinance 5.19

[https://library.municode.com/.../codes/code_of_ordinances...]
(https://library.municode.com/.../codes/code_of_ordinances...)

PCOB ordinance 5.20 [https://library.municode.com/.../codes/code_of_ordinances...]
(https://library.municode.com/.../codes/code_of_ordinances...)

A critical conflict of interest frames this conversation. The City Attorney's mission is to prevent lawsuits which can create an incentive to deny civil rights violations occurred. The OIPM/PCOB's mission is to protect civil rights and ensure accountability. These goals are fundamentally at odds, which is why the City Attorney must not serve as the OIPM/PCOB's legal overseer.

The proposed amendments would:

Restrict data and records access — blocking computer database access and using confidentiality claims to limit OIPM's investigative capacity, contrary to national oversight standards.

Weaken MPD records access — replacing the current "unfettered access" standard with a negotiated arrangement controlled by the conflicted City Attorney's Office.

Subordinate the OIPM/PCOB to mayoral policy — language requiring compliance with "all city rules without exception" effectively lets a mayor write policies that override ordinance protections, a documented pattern that has crippled oversight agencies nationwide.

Force reliance on the City Attorney — mandating their use for public records and other areas where city attorneys and oversight bodies most frequently conflict. Notably, the Police & Fire Commission uses independent counsel for exactly this reason.

Place an elected alder on the PCOB — directly contradicting NACOLE's core independence principles and the precedent set by the Police & Fire Commission.

These amendments are being promoted based on issues long since resolved or that never occurred. A new IPM, just four months in, has already processed multiple cases and produced a data-rich annual report. The board and office are functioning well under significant resource constraints.

Rather than adding new restrictions, please focus on meeting the OIPM/PCOB's funding and staffing needs, and leave ordinances 5.19 and 5.20 intact.

Sincerely,

Christopher Young

From: Jennifer Giesler
To: All Alders
Subject: 4/21 ordinances 5.19 and 5.20
Date: Tuesday, April 21, 2026 3:46:37 PM

You don't often get email from jen@giesler.net. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder Guequierre,

I am one of your constituents in District 19. I also follow the work of the Police Civilian Oversight Board. I supported the formation of the PCOB and co-exisitng Office of Independent Police Monitor and continue to feel that their role is essential to the safety of our city for all residents. It's been brought to my attention that at today's Common Council meeting at 6:30 amendments are proposed that could change the status of PCOB and OIPM and threaten their independence. Without restating all the info and reasons I oppose these amendments (you'll no doubt get several long emails from other folks), I will simply ask that you vote against all amendments to Madison General Ordinances 5.19 and 5.20.

Respectfully,

Jennifer Giesler
21 Apple Hill Circle
Madison, 53717

_____
Jennifer Giesler
Jen@giesler.net
(608)770-4330

From: MGR Govindarajan
To: All Alders
Subject: MGR Public Comment, Substitute vs. Alternate
Date: Tuesday, April 21, 2026 3:46:11 PM
Attachments: Substitute vs. Alternate (MGR Comments)-2.pdf

mgr.murali07@gmail.com appears similar to someone who previously sent you email, but may not be that person.
Learn why this could be a risk

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Alders,

I had wanted to send this while I still had access to my alder email, alas I was too talkative during the brunch. Regardless, please see the attached PDF which compares the Substitute versus the Alternate submitted by Alder Glenn.

I am immensely thankful for the work and effort that Alder Glenn has put into her alternate, and although I wouldn't support it, there are major portions of it which we talked about two weeks ago, which I included in the substitute. The PDF above explains what was included, and wasn't included (and why).

Feel free to reach out if you have questions. My personal email is this, mgr.murali07@gmail.com.
I will also be registered to answer questions at tonight's meeting.

Best,
MGR Govindarajan

Comparison: Govindarajan Substitute vs. Glenn Alternate

Alders,

As you prepare for tonight's discussion on Legistar 92386, I wanted to briefly outline key differences between my Substitute (version 2) and Alder Glenn's Alternate (version 3).

Over the last few weeks, I developed Version 2 through a collaborative process that included two PCOB meetings, follow-up discussions with Board members, discussions with Alders, and input from City staff. **This included reviewing an earlier draft from Alder Glenn about her alternate, which included me incorporating elements that aligned with the goals of the ordinance.**

I appreciate Alder Glenn's alternate proposal and the role it has played in prompting thoughtful discussion. My intent with Version 2 has been to focus on clarifying existing structures rather than introducing new structures involving the Council. There were elements I agree with and have incorporated into the Substitute. At the same time, I believe some provisions move beyond the goals of the ordinance and raise practical questions about implementation. I'm truly grateful for her collaboration and perspective, and all the effort she has put into this issue – all of which has helped strengthen Version 2.

What I DID Include into the Substitute
- MGO 5.19(7)(i) – Access to MPD Records
- MGO 5.19(6)(d) – Legal Counsel

What I did NOT Include in the Substitute
- MGO 5.19(6)(c) – Administrative Structural and Legal Compliance
  - Section #1
  - Section #2
- MGO 5.19(7)(i) – Access MPD Records (Additional Provisions)
  - Section #1
  - Section #2

Closing

*What I **DID** Include into the Substitute*

MGO 5.19(7)(i) – Access to MPD Records

The Alternate suggested the following language in an earlier draft, which I incorporated into the Substitute:

> *"The MOU shall govern the mechanics of access and shall not restrict the categories of records, or data to which the OIM is entitled to under this subsection."*

Additional language from the Alternate which I modified and added into the Substitute:

> *"The MOU shall also define how the data is shared, stored, and managed by the OIM in compliance with all applicable laws."*

MGO 5.19(6)(d) – Legal Counsel

The Alternate suggested the following language:

> *"For administrative matters involving the operations of the OIM as a City agency, including but not limited to compliance with public records laws, open meetings laws, hiring practices, contracting and procurement, the OIM shall consult with the Office of the City Attorney."*

This language was fully incorporated into the Substitute. The only difference is that the Substitute begins with "for all other legal matters involving…" rather than "for administrative matters involving…"

*What I **did NOT** Include in the Substitute*

MGO 5.19(6)(c) – Administrative Structural and Legal Compliance

Section #1

The Alternate (Version 3) adds the following language:

> *"The Common Council retains the authority to enforce compliance with City administrative policies and procedures governing the administrative operations of the OIM, including but not limited to hiring practices, contracting, budgeting, use of technology, and procurement."*

This part above was the original Amendment #1 which I worked on with HR Director Hillson. While I expressed hesitancy about this during the PCOB meeting, I introduced it as an attachment on Legistar to encourage discussion rather than advancing it as a direct amendment. (aka, this was only ever a discussion item.)

I ultimately decided to not add this language because existing provisions in the Substitute already require the OIM and PCOB to comply with federal and state law, as well as City APMs and Ordinances, which already establish the Council's ability to enforce compliance.

Section #2

The following language was added into the Alternate (Version 3):

> *"Before invoking enforcement authority under this subsection, the Common Council shall provide the Independent Monitor and the PCOB with written notice of the alleged non-compliance and a minimum of thirty (30) days to cure, except where non-compliance poses an immediate legal or financial risk to the City."*

This part raises several practical and structural questions which I believe are important to answer:

- What does it look like for Council to provide "written notice"?
    - Is this done by Council Leadership?
    - The language says "The Common Council" – does this require a resolution? Who introduces and sponsors it?
    - What happens if that resolution fails? Does the non-compliance go unaddressed?
- **This language places Alders in the position of determining what constituents an "immediate legal or financial risk to the City"**
    - I believe the Finance Department or City Attorneys office are better equipped to make that determination, rather than Alders.
    - Again, what if a resolution (if that's the agreed upon method) fails?
- How is "immediate" defined?
    - The council meets, at best, every two weeks
    - It seems impractical to address an "immediate" risk through a fully noticed public meeting process while complying with Open Meetings Law.

MGO 5.19(7)(i) – Access MPD Records (Additional Provisions)

Section #1
There are two parts which I did not include from the Alternate, the first:

"Including protocols for requesting, receiving, storing, and securing records"

The reason is because this is already covered in the Substitute by:

"The MOU shall also define how the data is shared, stored, and managed by the OIM in compliance with all applicable laws."

Section #2
From the Alternate:

"If the OIM and MPD are unable to execute a mutually acceptable MOU within ninety (90) days of this ordinance taking effect, either party may request that the Common Council convene a facilitated resolution process."

This was **not included** because it introduces the Common Council into what should remain an administrative and legally guided process. In my view, this creates a risk of politicizing decisions that directly affect records access and investigative work, which would impact the OIM's independence.
This also raises several logistical questions:

- What does a "facilitated resolution process" look like?
    - A public hearing? A resolution?
    - Who leads it? Council leadership?
    - The language says "the Common Council," suggesting all 20 alders would be involved. Now you have to abide by Open Meetings Laws and other quorum rules.
- Would this become a debate between:
    - An MOU favored by the OIM seeking administrative independence, versus
    - Guidance from the City Attorney's Office requiring compliance with state law?
- If the Council were to approve an MOU favored by the OIM, could that create a situation where the City Attorney's office is expected to sign onto a document that may conflict with state law? *Can* the Attorney's Office even sign that document?

Closing

I appreciate the conversations that have taken place over the last several weeks and the work that has gone into both versions of this proposal. I hope this provides helpful context as you consider the differences between the Substitute (Version 2) and the Alternate (Version 3).

Best,
Recovering Alder-holic, MGR Govindarajan

From: noreply
To: All Alders
Subject: [All Alders] OIPM
Date: Tuesday, April 21, 2026 4:18:44 PM

Recipient: All Alders:

Tuesday, April 21, 2026 – 4:18pm

Sarah Hughes
703 Glenway St
Madison, Wisconsin. 53711 Yes, by email. hughes.sarahann@gmail.com All Alders OIPM Council,
Please remove funding from the OIPM until there are better systems in place for this important work. The actions from the monitor over the previous weeks, culminating in today's press release are embarrassing, irresponsible, and damaging. Imagine what 500k could be used for in our city. The needed and important work of ensuring equitable policing deserves better than what has happened with this office over the last 5 years.
Thank you,
Sarah Hughes

From: Sol Kelley-Jones
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: please vote against amendments 5.19 and 5.20
Date: Tuesday, April 21, 2026 4:18:13 PM

Some people who received this message don't often get email from solkelleyjones@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

I am writing to ask you to vote against all amendments to Madison General Ordinances 5.19 and 5.20.

The OIPM and PCOB were hard fought for and came as a result of residents demands for greater accountability and oversight of police conduct and police as an institution in Madison. The need for this kind of body has not gone away and in our current political moment with increasing impunity of law enforcement across the country it would be a dangerous message to undermine the mechanisms of independence that are so critical for the OIPM and PCOB to operate effectively.

I ask you to vote against the amendments that would undermine OIPM and PCOB's independence.

Thank you for your leadership,

Sol Kelley-Jones

From: Scott Krause
To: All Alders; ellenfordistrict8@gmail.com; Noah.L.Lieberman@gmail.com
Subject: Opposition to OIPM/PCOB Ordinances
Date: Tuesday, April 21, 2026 4:01:36 PM

Some people who received this message don't often get email from krause.scott@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders - specifically John Gyequirre (I'm in District 19) ,

Before reading the proposed amendments to the Office of the Independent Police Monitor (OIPM) ordinance 5.19 and Police Civilian Oversight Board (PCOB) ordinance 5.20, and reasons why we urge you to oppose them all, it is important to acknowledge 4 facts that frame the relationship between the OIPM/PCOB and the driving force behind these amendments: the City Attorney's Office.

The main goal of the City Attorney is to prevent successful lawsuits and, if need be, they will do so at the expense of civil rights, and the health and safety of city residents. Given their mission, they have to deny that civil rights violations ever occur.

The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. By default, this reduces the need for lawsuits.

The City Attorney does not offer the same level of respect and client/collaboration privileges to the OIPM/PCOB as they do other city entities. Some in key leadership positions have repeatedly demonstrated this by violating their ordinance and Roberts Rules, talking down to the OIPM/PCOB, and surprising them with debilitating amendments that were in the works for weeks, sometimes months, without ever once reaching out to express concerns or collaborate. They do not do this to MPD.

The City Attorney's mission is in direct conflict with that of the OIPM/PCOB and they act like it and therefore, the City Attorney must not serve as their source of legal oversight, advice, and representation.

OIPM ordinance 5.19
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.19OFINPOMO)

PCOB ordinance 5.20
[https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO]
(https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH5PODEPORE_5.20POCIOVBO)

THE AMENDMENTS:
The most recent amendments to OIPM/PCOB ordinance are summarized below along with why we believe they are harmful. The amendments discussed in A-C are sponsored by Alders MGR and Sabrina Madison. The amendment discussed in D is sponsored by Alder Davy Mayers.

1.) Restricting data and records access:

- No access to computer databases
This is obstructive and incongruent with the national standard for police oversight.

- Play with confidentiality to restrict access.

- Arbitrary definition of key records as confidential could, in combination with this ordinance amendment, end up greatly restricting the ability of OIPM to carry out its functions.

2.) Reducing access to MPD Records:

- In contrast with current ordinance language, which requires that MPD provide absolutely "unfettered access" to its records (to the extent permitted by law), the amendment would require negotiation "to define the degree of access to specific MPD records". And it mandates insertion of the City Attorney's Office, which has a structural conflict of interest with OIPM, into the execution of any negotiated agreement.

3.) Requiring that OIPM must follow all city rules and procedures, without exception.

- Adding this language to ordinance is unnecessary, because the city rules and procedures (on hiring, budgeting and purchasing, information technology systems, etc.) are already being followed by the OIPM/PCOB.

- This addition might seem harmless, but the added language undercuts the Independence provision within the OIPM ordinance.

- Under the existing ordinance language, a new Mayoral policy that targets the OIPM/PCOB would be without effect, because ordinances (laws) supersede policies (that can be written by a single person). Because the amendment would effectively give all policies the weight of law, mandating compliance without exception, it would allow a Mayor to write policies that infringe on OIPM/PCOB function and independence, or an administration, via the City Attorney, to interpret and enforce policies in a manner that infringes on OIPM/PCOB function and independence.

- This is a particular problem because of an underlying structural conflict of interest. Elected officials, such as mayors, often depend on the support of police officials, police unions, etc. in elections, and want to avoid embarrassing revelations, and thus tend to compromise the function and independence of civilian police oversight agencies. This has occurred repeatedly with civilian police oversight agencies across the country, crippling those agencies.

4.) Requiring that OIPM/PCOB use the City Attorney for most legal work, rather than an independent attorney:

- As stated at the start, this creates a severe problem, given the inherent conflict of interest.

- It allows use of an independent attorney only for a very restricted set of functions, mandating that the City Attorney be used for all else. This includes use of the City Attorney for four specific areas where city attorney offices and civilian police oversight offices are most often in conflict.

- For example, it mandates use of the City Attorney for all public records work. But the primary clients of city attorneys are elected officials (especially mayors) and police departments (with whom they necessarily have a close working relationship). City attorneys strive to prevent records that would embarrass elected officials or police departments from becoming public, undercutting transparency.

- Placing the amendment in the ordinance would greatly expand the City Attorney's power over OIPM/PCOB, and make it much more difficult for OIPM/PCOB to challenge the City Attorney's opinion, undermining OIPM/PCOB INDEPENDENCE.

- Because of the same inherent conflict of interest, the Police & Fire Commission uses an independent attorney for all its functions, rather than the City Attorney. It makes no sense to, in contrast, require OIPM/PCOB to use the City Attorney.

5.) Adding an alder to the PCOB:

- Putting an elected official on a police oversight board directly curtails independence and contradicts universally recognized best principles for police oversight.

- As the National Association for Civilian Oversight of Law Enforcement (NACOLE) states: "One of the most important and defining concepts of civilian oversight of law enforcement is independence. In its broadest sense, it refers to an absence of real or perceived influence from law enforcement, political actors, and other special interests looking to affect the operations of the civilian oversight agency."

- As noted above, there is a fundamental structural conflict of interest between elected officials and civilian police oversight.

- For the very same reason, elected officials are not given seats on the Police & Fire Commission.

These proposed changes in ordinance language violate the letter and legislative intent of the original ordinance. Contrary to claims the City Attorney has made, they are the opposite of what Alders Kemble, Moreland and Bidar wrote and intended when the council passed the original ordinance.

The proposed amendments are being promoted based on past issues that are long since resolved or alleged issues that never actually occurred. They represent a failure to acknowledge that a new IPM, who started only four months ago, managed to already process multiple cases and put out an annual report with novel, important data analyses. They also represent a failure to acknowledge improvements, and how the volunteer board and understaffed/underfunded office are exceeding past goals and functioning effectively with excellent attendance. Such actions by alders cause frustration, exhaustion and burnout.

Misinformation and accusations of rule violations without evidence are driving repeated attempts to amend the ordinance in ways harmful to the OIPM/PCOB's ability to conduct independent police oversight. This pattern demonstrates a high level of unwarranted scrutiny that is disproportionately applied to this body when other groups that are violating rules experience no such attention. This behavior is the antithesis of collaboration. It demonstrates harmful biases and disrespect, and it harms the relationship between the OIPM/PCOB, staff, and Council.

Please leave the ordinances 5.19 and 5.20 as they are and, for now, instead focus your attention on meeting the funding and staffing needs of the OIPM and PCOB.

Sincerely,

Scott Krause
1147 Pauline Ave

From: noreply
To: All Alders
Subject: [All Alders] OIPM
Date: Tuesday, April 21, 2026 4:06:06 PM

Recipient: All Alders:

Tuesday, April 21, 2026 – 4:05pm

Jacob Meyer
9518 Tawny Acorn Dr
Verona, Wisconsin. 53593 No, do not contact me. All Alders OIPM As a taxpayer whose 2025 city property taxes were about $13,000 last year, I am outraged at how unprofessional the OIPM is being operated by Ms. Glass. From the use of AI to generate a useless report, to now waging a public battle against the mayors office (https://www.cityofmadison.com/independent-police-monitor/documents/news/OIPM%20Memo%20April-21-2026%20%28with%20exhibits%29.pdf). This person is unfit for this position, and seeing the expenses of the salaries and operation of the OIPM should make any citizen disgusted with this program. It is an absolute waste of our city resources. I'd love to see the nearly half million dollar budget for the OIPM go elsewhere, helping homeless, going to our schools, our utilities, etc. Please defund and eliminate the OIPM. It is an unnecessary burden to this city that has provided no meaningful impact. At the very least, divert the OIPM funds to a traditional Police and Fire Commission - a proven, standardized practice in the majority of municipalities, both small and large. The OIPM is a performative waste, but it's fooling no one. Thank you.

From: Wendy Reichel
To: All Alders
Subject: Please Vote Yes on #92386
Date: Tuesday, April 21, 2026 3:35:30 PM

Some people who received this message don't often get email from reichelwendy@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

I am writing to express my support for Legistar 92386 and urge you to vote **yes** this evening.

I am a Madison resident and small business owner who believes in both effective public safety and meaningful accountability. It is precisely because I want civilian oversight of our police department *to work* that I support this ordinance. Six years of dysfunction, missed deadlines, incomplete investigations, data mismanagement, and a board that voted to table discussion of reasonable governance reforms rather than engage with them is not the accountability our community was promised.

Asking a public body to submit quarterly reports, follow city policies, and have at least one elected official present at its meetings is not an attack on oversight, it is the basic definition of it.

I support this ordinance because good governance requires accountability at every level, and that includes with the agencies created to provide it.

Please vote yes on #92386

Thank you for your service and for your vote tonight.

Respectfully,

Wendy Reichel - District 11

From: noreply
To: All Alders
Subject: [All Alders] Defund the OIM
Date: Tuesday, April 21, 2026 3:30:08 PM

Recipient: All Alders:

Tuesday, April 21, 2026 – 3:29pm

Victor Toniolo
111 N Hamilton St
201
Madison, Wisconsin. 53703 No, do not contact me. All Alders Defund the OIM The latest press release is not only embarrassing, it likely opens up the city to lawsuits.

Defund the OIM immediately. Divert funds to the PFC to cover their responsibilities (if any, seems to me the entire office was already redundant)

From: Larry and Ginny White
To: All Alders
Cc: Mayor
Subject: April 21st Common Council Meeting
Date: Tuesday, April 21, 2026 3:29:34 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Item #55, Legistar 92386 - Amendments for OIM & PCOB

I ask you to **SUPPORT** the amendments.

The OIM and PCOB should adhere to the common practices and procedures expected of City staff, boards, committees, and commissions. They must be accountable to Madison residents and taxpayers.

Thank you for your work on this issue. Please vote "Yes".

Public Comment Registrants Report

(also speaking but not on the report due to tech issues: Stephanie Rearick, Shadayra Kilfoy-Flores, Rebecca Kemble)

04/21/2026 06:30 PM - Common Council				Representing Organization			Lobbying
Agenda Item Registered	Name	Support	Speaking	Y/N	Name(s)	Paid Duties	Rep
AGENDA ITEM: 55 SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.							
55 04/17/26 08:39 AM	**Helyn Luisi-Mills** District: 10 1805 Kenneth St Madison WI 53711	Neither support nor oppose	Yes	No			
55 04/18/26 11:24 AM	**Kristen Schoepke** District: 10 5105 Denton Place Madison WI 53711	Oppose	Yes	No			
55 04/18/26 04:53 PM	**Kim Ian Richman** District: 16 1313 DROSTER ROAD Madison WI 53716	Support	Yes	No			
55 04/19/26 08:35 PM	**Nicholas Davies** District: 15 3717 Richard Street Madison WI 53714	Neither support nor oppose	Yes	No			
55 04/20/26 09:17 AM	**David Blaska** District: 10 5213 Loruth Terrace Madison WI 53711	Support	Yes	No			
55 04/20/26 12:29 PM	**Helyn Luisi-Mills** District: 10 1805 Kenneth St. Madison WI 53711	Oppose	Yes	No			
55 04/20/26 01:03 PM	**Rachel A Cole Kincade** District: 12 521 McCormick Ave 1 Madison WI 53704	Oppose	Yes	No			
55 04/20/26 03:59 PM	**Sharon Irwin Henry** District: 6 1143 Williamson st Madison WI 53703	Oppose	Yes	No			

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization				Lobbying
Agenda Item Registered	Name	Support	Speaking	Y/N	Name(s)	Paid	Duties	Rep
AGENDA ITEM: 55 SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.								
55 04/20/26 04:48 PM	**Linda Ketcham** District: 14 128 E. Olin Ave. Suite 202 Madison WI 53713	Oppose	Yes	Yes	JustDane 128 E. Olin Ave., Madison, WI 53713 608-256-0906	No	Yes	No
55 04/20/26 08:24 PM	**MGR Govindarajan** District: 8 112 N Orchard St Madison WI 53715	Support	Yes	No				
55 04/21/26 06:10 AM	**Elizabeth Bruno** District: 15 4209 Maher ave Madison WI 53716	Oppose	Yes	No				
55 04/21/26 11:28 AM	**Karen Reece** District: 14 2116 Post Road Madison WI 53713	Oppose	Yes	No				
55 04/21/26 03:10 PM	**Gregory Gelembiuk** District: 6 112 S. 2nd St Madison WI 53704	Oppose	Yes	No				
55 04/21/26 03:51 PM	**Hope Vang** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 03:58 PM	**Milcah Rimmer** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:00 PM	**MT Yang** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization				Lobbying
Agenda Item Registered	Name	Support	Speaking	Y/N	Name(s)	Paid	Duties	Rep
AGENDA ITEM: 55 SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.								
55 04/21/26 04:01 PM	**Ariel Merritt** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:02 PM	**Freedom Youth Squad** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes (Xeng Cha speaking for the Squad.	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:04 PM	**Yee Lor** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:05 PM	**Jnae Thompson** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:06 PM	**Kayana Adams** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:08 PM	**Yvette Walker** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:09 PM	**Houa Yang** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom, Inc., 2110 Luann Lane, (608) 716 - 7324	No	No	
55 04/21/26 04:12 PM	**Max Rameau** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom Action Now, 2110 Luann Lane, 608 -554-1731	No	No	

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization				Lobbying
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55 04/21/26 04:13 PM	**Zon Moua** District: 14 2110 Luann Ln Madison WI 53713	Oppose	Yes	Yes	Freedom Action Now, 2110 Luann Lane, 608 -554-1731	No	No	
55 04/21/26 05:48 PM	**Erika Bach** District: Unknown 2051 Allen Blvd Middleton WI 53562	Oppose	Yes	No				
55 04/21/26 05:49 PM	**Nathan Royko Maurer** District: Unknown Country Rd Arena WI 53503	Oppose	Yes	Yes	The Community Response Team Madison WI 608-217-7453	No	No	
55 04/21/26 05:50 PM	**Amelia Royko Maurer** District: Unknown Country Rd Arena WI 53503	Oppose	Yes	No				
55 04/21/26 06:03 PM	**Erika Bach** District: Unknown 2051 Allen Blvd Middleton WI 53562	Oppose	Yes	No				
55 04/21/26 06:08 PM	**Bonnie R Roe** District: 11 4410 Somerset Lane Madison WI 53711	Support	Yes	No				
55 04/21/26 06:09 PM	**Sharon Irwin Henry** District: Unknown 1243 Williamson st Madison WI 53208	Oppose	Yes	No				
55 04/21/26 06:26 PM	**Edward Kuharski** District: 6 405 sidney st madison WI 53703	Oppose	Yes	No				

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization			Lobbying
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AGENDA ITEM: 55 SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.							
55 04/21/26 07:08 PM	**Maia Pearson** District: 14 602 Center St Madison WI 53713	Oppose	Yes	No			
55 04/21/26 07:09 PM	**Vanessa Statam** District: 3 639 Hercules Trail Madison WI 53718	Oppose	Yes	No			
55 04/21/26 08:51 PM	**Test** District: 4 210 mlk Madison WI 53703	Neither support nor oppose	Yes	No			
55 04/21/26 10:56 PM	**Stephanie Rearick** District: 6 1340 E Wilson St Madison WI 53703	Oppose	Yes	No			
55 04/20/26 01:42 PM	**Erin Skarivoda** District: 6 1252 Spaight St #2 Madison WI 53703	Oppose	Available to answer questions	No			
55 04/21/26 06:33 PM	**Alex Saloutos** District: 5 3818 Hammersley Ave Madison WI 53705	Oppose	Available to answer questions	No			
55 04/21/26 07:04 PM	**Marie Thompson** District: 5 710 Ridge St Madison WI 53705	Support	Available to answer questions	No			
55 04/21/26 08:47 PM	**Test** District: 4 210 mlk Madison WI 53703	Neither support nor oppose	Available to answer questions	No			

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization				Lobbying
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55 04/17/26 07:10 AM	**William Newman** District: 6 2037 Rutledge St Madison WI 53704	Oppose	No	No				
55 04/17/26 08:31 AM	**Becky Peterson** District: Unknown 6784 Starlight Ct Sun Prairie WI 53590	Oppose	No	Yes	Transform Dane P.O. Box 95 Madison, WI 53701	No	No	
55 04/17/26 09:15 AM	**Robert Mussallem** District: 9 2 Stone Crest Circle Madison WI 53717	Support	No	No				
55 04/17/26 01:44 PM	**Morgan Mayer-Jochimsen** District: 15 215 Jackson St Madison WI 53704	Oppose	No	No				
55 04/17/26 05:01 PM	**Erica Ramberg** District: 13 515 Briar Hill Rd Madison WI 53711	Oppose	No	No				
55 04/17/26 05:21 PM	**Amy Owen** District: 15 3129 BUENA VISTA ST MADISON WI 53704	Oppose	No	No				
55 04/17/26 05:29 PM	**Beverly Lewis** District: 2 411 N Pinckney St Madison WI 53703	Oppose	No	No				
55 04/18/26 10:11 AM	**Holly Marley-Henschen** District: 3 4901 Violet Lane Madison WI 53714	Oppose	No	No				

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization			Lobbying
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AGENDA ITEM: 55 SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.							
55 04/18/26 02:44 PM	**Erin Lemley** District: 12 1703 Rowland Ave #1 Madison WI 53704	Oppose	No	No			
55 04/18/26 04:54 PM	**Patricia Richman** District: 16 1313 DROSTER ROAD Madison WI 53716	Support	No	No			
55 04/18/26 05:37 PM	**Dorothy Borchardt** District: 12 1717 Elka Lane Madison WI 53704	Support	No	No			
55 04/18/26 06:45 PM	**Roger Volbrecht** District: 16 5621 Rustic Woods Drive Madison WI 53716	Support	No	No			
55 04/18/26 07:35 PM	**Rose Manjon** District: Unknown 1826 Fordem Ave Apt 7 7 Madison WI 53704	Oppose	No	No			
55 04/19/26 10:53 AM	**Leslie Amsterdam Peterson** District: 12 2450 Upham St Madison WI 53704	Oppose	No	No			
55 04/19/26 01:40 PM	**Janet Hirsch** District: 9 7311 Cedar Creek Trail MADISON WI 53717	Support	No	No			
55 04/19/26 02:02 PM	**Lee Remus** District: 16 1722 Grafton Rd Madison WI 53716	Support	No	No			

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization			Lobbying
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55 04/19/26 02:58 PM	**Jayne E Meyer** District: 9 201 Randolph Dr madison WI 53717	Support	No	No			
55 04/19/26 07:57 PM	**Greg Hurley** District: 10 5202 Dorsett Dr. Madison WI 53711	Support	No	No			
55 04/19/26 08:10 PM	**Joseph Robert Keyes** District: 11 5117 Regent Street Madison, WI WI 53705	Support	No	No			
55 04/19/26 09:14 PM	**Patricia Johnson** District: 10 5505 Tolman Terrace Madison WI 53711	Support	No	No			
55 04/20/26 06:16 AM	**Natalie Somerson** District: 15 533 Elmside Blvd Madison WI 53704	Oppose	No	No			
55 04/20/26 08:09 AM	**Matthew Sanborn** District: 15 3637 Sargent Street Madison WI 53714	Oppose	No	No			
55 04/20/26 08:17 AM	**Wendy Reichel** District: 11 4909 Tokay Blvd Madison WI 53711	Support	No	No			
55 04/20/26 08:41 AM	**Jill McKinley** District: Unknown 4213 Odana Road Madison WI 5371	Support	No	No			

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization			Lobbying
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55 04/20/26 09:36 AM	**Steve Nelson** District: 12 2114 N Sherman Ave Madison WI 53704	Support	No	No			
55 04/20/26 09:57 AM	**Jan Wilson** District: 15 3429 Hargrove St Madison WI 53714	Support	No	No			
55 04/20/26 12:09 PM	**Michael Barnett** District: 3 4714 Agate Lane Madison WI 53714	Support	No	No			
55 04/20/26 01:30 PM	**Brian Lavendel** District: 15 2302 CENTER AVE APT 2 MADISON WI 53704	Oppose	No	No			
55 04/20/26 02:06 PM	**Laura W Good** District: 15 2325 Willard Avenue Madison WI 53704	Oppose	No	No			
55 04/20/26 02:38 PM	**Jessie Wille** District: Unknown 300 Laurel Lane Madison WI 53704	Oppose	No	No			
55 04/20/26 02:49 PM	**Carol Hermann** District: Unknown 2636 QUARTZ RD Madison WI 53711	Oppose	No	No			
55 04/20/26 03:14 PM	**Janice Weatherhogg** District: 9 3 Honeylocust Trl Madison WI 53717	Support	No	No			

Public Comment Registrants Report

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55 04/20/26 04:08 PM	**Ryan Joseph Olestro** District: 1 231 Sugar Maple Lane Verona WI 53593	Oppose	No	No			
55 04/20/26 04:16 PM	**Paul Terranova** District: 6 1821 Helena St Madison WI 53704	Oppose	No	No			
55 04/20/26 04:40 PM	**Jacob Rodgers** District: Unknown 300 Laurel Lane Madison WI 53704	Oppose	No	No			
55 04/20/26 04:40 PM	**Jacob Rodgers** District: 12 2518 E Johnson St APT 1 Madison WI 53704	Oppose	No	No			
55 04/20/26 04:52 PM	**Barbie Jackson** District: 7 6441 Dylyn Drive Madison WI 53719	Oppose	No	No			
55 04/20/26 05:21 PM	**Chris Bailey** District: 15 3210 Atwood Madison WI 53704	Oppose	No	No			
55 04/20/26 05:33 PM	**Steve Verburg** District: Unknown 161; Wendy Madison WI 53716	Oppose	No	No			
55 04/20/26 06:49 PM	**Carol Prugh** District: Unknown 5 Red Oak Trl Madison WI 54717	Support	No	No			

Public Comment Registrants Report

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55 04/20/26 06:57 PM	**Kevin E. Walsh** District: 11 566 S Segoe Rd Madison WI 53711	Oppose	No	No			
55 04/20/26 07:14 PM	**Sheldon Gross** District: 15 145 Jackson St. Madison WI 53704	Oppose	No	No			
55 04/20/26 07:15 PM	**Staci Burkard** District: Unknown 3069 portarligton lane Fitchburg WI 53711	Oppose	No	No			
55 04/20/26 08:44 PM	**Philippa Bergmann** District: 17 27 Anniversary Ct. Madison WI 53704	Oppose	No	No			
55 04/20/26 09:05 PM	**Esty Dinur** District: 18 4706 School Rd Madison WI 53704	Oppose	No	No			
55 04/20/26 09:18 PM	**Michelle Miller** District: 15 4105 Maher Ave Madison WI 53716	Oppose	No	No			
55 04/20/26 09:22 PM	**Kathy Viets** District: 16 6 Brookins Court Madison WI 53716	Support	No	No			
55 04/20/26 10:03 PM	**Jenny Iskandar** District: 9 17 St Lawrence Circle Madison WI 53717	Support	No	No			

Public Comment Registrants Report

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55 04/20/26 10:33 PM	**Sharon L Kilfoy** District: 6 1020 Williamson Street Madison WI 53703	Oppose	No	No			
55 04/21/26 07:24 AM	**Richard Sandrock** District: 4 123 West Washington Avenue Unit 504 Madison WI 53703	Oppose	No	No			
55 04/21/26 08:13 AM	**Mazel Ginsberg** District: Unknown 3338 Westview Lane Madison WI 53711	Oppose	No	No			
55 04/21/26 10:52 AM	**Mark Porter** District: Unknown 1122 Petra Pl, Madison, WI 53713 Madison WI 53713	Support	No	No			
55 04/21/26 11:21 AM	**Cynthia Rasmussen** District: 3 410 Jubilee Ln Madison WI 53718	Support	No	No			
55 04/21/26 11:29 AM	**Paul F Saeman** District: Unknown 2314 Hollister Avenue, Madison, WI, USA Madison Wisconsin WI 53726	Oppose	No	No			
55 04/21/26 11:42 AM	**Melissa Adams** District: 7 7476 East Pass Madison WI 53719	Oppose	No	No			

Public Comment Registrants Report

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55 04/21/26 12:00 PM	**Erica Colmenares** District: 19 501 Yosemite Pl Madison WI 53705	Oppose	No	No			
55 04/21/26 12:02 PM	**Jacob Winkler** District: 15 2730 Union St Madison WI 53704	Oppose	No	No			
55 04/21/26 12:09 PM	**Alex Lemke** District: 13 504 Cedar St Madison WI 53715	Oppose	No	No			
55 04/21/26 12:14 PM	**Christopher T Young** District: 14 2609 Mission Circle Madison WI 53713	Oppose	No	No			
55 04/21/26 12:43 PM	**Randall Blumenstein** District: 19 19 Everglade Cir Madison WI 53717	Support	No	No			
55 04/21/26 12:48 PM	**kim j kramer** District: Unknown 4521 anniversary ln Madison WI 4521	Support	No	No			
55 04/21/26 12:58 PM	**Pamela Oliver** District: 19 334 N Yellowstone Drive Madison WI 53705	Oppose	No	No			
55 04/21/26 12:59 PM	**Anne Monks** District: 4 343 W. Wilson St. Madison WI 53703	Support	No	No			

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55 04/21/26 01:16 PM	**Cheryl Andren** District: 10 2310 Harley Drive Madison WI 53711	Oppose	No	No			
55 04/21/26 01:19 PM	**Vern Andren** District: 10 2310 Harley Drive Madison WI 53711	Oppose	No	No			
55 04/21/26 01:26 PM	**Sami Head** District: 12 2518 E Johnson Street Madison WI 53704	Oppose	No	No			
55 04/21/26 01:34 PM	**James C Morgan** District: Unknown 521 McCormick Ave 1 1 Madison WI 53704	Oppose	No	No			
55 04/21/26 01:36 PM	**Barbara Streibel** District: 5 2327 Eton Ridge Madison WI 53726	Support	No	No			
55 04/21/26 01:39 PM	**Aedan Gardill** District: 20 1110 Chapel Hill Rd Madison WI 53711	Oppose	No	No			
55 04/21/26 01:58 PM	**Jennifer Giesler** District: 19 21 Apple Hill Circle Madison WI 53717	Oppose	No	No			
55 04/21/26 02:00 PM	**Jane Marquardt** District: 13 504 CEDAR ST Madison WI 53715	Oppose	No	No			

Public Comment Registrants Report

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55 04/21/26 02:07 PM	**ANNIE MOUA** District: 14 2110 Luann Ln Madison WI 53713	Oppose	No	No				
55 04/21/26 02:09 PM	**Judi Duncan** District: 20 11 White Oaks Lane Madison WI 53711	Support	No	No				
55 04/21/26 02:11 PM	**Amanda Jane Hoffman** District: 6 812 Jenifer St Madison WI 53703	Oppose	No	Yes	Trans Intergenerational Mutual Aid Project - 843-532-0410 - 812 Jenifer St, Madison, WI	No	No	
55 04/21/26 02:11 PM	**Angela Richardson** District: 15 217 Dunning Street Madison WI 53704	Oppose	No	No				
55 04/21/26 02:19 PM	**Judy Bluel** District: 9 26 Oak Creek Trl Madison WI 53717	Support	No	No				
55 04/21/26 02:20 PM	**Philip Duncan** District: 20 11 White Oaks Lane Madison WI 53711	Support	No	No				
55 04/21/26 02:24 PM	**Jane A Renneberg** District: 20 5834 Suffolk Rd Madison WI 53711	Support	No	No				
55 04/21/26 02:34 PM	**kim gonzalez** District: 18 348 Raven Ln Madison WI 53704	Oppose	No	No				

Public Comment Registrants Report

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55 04/21/26 02:43 PM	**John E. Fons** District: 11 4634 Tokay Blvd Madison WI 53711	Support	No	No			
55 04/21/26 02:46 PM	**Beth Sluys** District: 18 514 Nova Way Madison WI 53704	Support	No	No			
55 04/21/26 04:07 PM	**Ronald Arm** District: 13 162 Proudfit St Madison WI 53715	Oppose	No	No			
55 04/21/26 04:17 PM	**Mike Thomsen** District: 10 5402 Raymond Rd Madison WI 53711	Support	No	No			
55 04/21/26 05:18 PM	**Rob Klossner** District: Unknown 4617 Crescent rd 7 Fitchburg WI 53711	Oppose	No	No			
55 04/21/26 05:23 PM	**Dorothy Borchardt** District: 12 1717 Elka Lane Madison WI 53704	Support	No	No			
55 04/21/26 05:30 PM	**Jeanie Verschay** District: Unknown business address -3602 Atwood Ave. #1 Madison WI 53714	Oppose	No	No			

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55 04/21/26 05:32 PM	**James F Mand** District: 18 49 Golf Course Road Unit C Madison WI 53704	Support	No	No			
55 04/21/26 05:34 PM	**Sandra R. Hoger** District: 18 4 west lane Madison WI 53704	Support	No	No			
55 04/21/26 05:44 PM	**Gerald C Sternberg** District: 11 5010 Milward Dr MADISON WI 53711	Oppose	No	No			
55 04/21/26 05:47 PM	**Marie Thompson** District: 5 710 Ridge St Madison WI 53705	Support	No	No			
55 04/21/26 05:48 PM	**Randy Regel** District: 16 1317 Acewood Blvd Madison WI 53716	Support	No	No			
55 04/21/26 05:59 PM	**Carlotta V. Calmese** District: 10 3109 Todd Drive Madison WI 53713	Oppose	No	No			
55 04/21/26 06:05 PM	**Shannon Kennedy** District: 16 4810 Eldorado Ln madison WI 53716	Support	No	No			
55 04/21/26 06:17 PM	**Austin Miller** District: 16 925 Harrington ave madison WI 53718	Support	No	No			

Public Comment Registrants Report

04/21/2026 06:30 PM - Common Council				Representing Organization				Lobbying
Agenda Item Registered	**Name**	**Support**	**Speaking**	**Y/N**	**Name(s)**	**Paid**	**Duties**	**Rep**
AGENDA ITEM: 55 SUBSTITUTE: Amending Subsections 5.19(6), (7)(i) and (8) and amending Subsection 5.20(9)(f) of the Madison General Ordinances to add public reporting requirements for the Office of the Independent Monitor and Police Civilian Oversight Board.								
55 04/21/26 06:36 PM	**Lisa Zwart** District: Unknown 1002 Saint John St Cottage Grove WI 53527	Oppose	No	No				
55 04/21/26 07:53 PM	**Susan Nossal** District: 13 1105 Haywood Drive Apt. 1 Madison WI 53715	Oppose	No	No				
55 04/21/26 08:12 PM	**Pei Vang** District: 16 925 Harrington ave madison WI 53718	Support	No	Yes	accountability for Greg Gelembiuk and his misuse of private citizens data.	No	No	
55 04/21/26 08:46 PM	**Ald. Yannette Figueroa Cole test** District: 10 4327 Milford Road Madison WI 53711	Support	No	No				
		Support: 46 **Opposed**: 88 **Neither**: 4 Counts distinct registrants and removes duplicate votes						
		Total Registrants: 131						

From: noreply
To: All Alders
Subject: [All Alders] Defund the OIM
Date: Tuesday, April 21, 2026 7:46:56 PM

Recipient: All Alders:

Tuesday, April 21, 2026 – 7:46pm

Michelle Adams
149 Judd St
Madison, Wisconsin. 53714 No, do not contact me. All Alders Defund the OIM That's it. All the bullshit speaks for itself. Just get rid of this grifty disaster already.

From: Sarah Chodorow
To: All Alders; ellenfordistric8@gmail.com; noah.l.lieberman@gmail.com
Subject: Oppose amendments to Madison General Ordinances 5.19 and 5.20
Date: Tuesday, April 21, 2026 7:22:01 PM

[Some people who received this message don't often get email from sarahchodorow@gmail.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

I am writing to ask that you vote against the amendments to Madison General Ordinances 5.19 and 5.20. I believe deeply in the mission of the Office of the Independent Police Monitor and Police Civilian Oversight Board and also am aware of some of the challenges that have surrounded the initial years of those offices. While I interpret these amendments as efforts to increase the accountability for the work of these important agencies, I believe that these amendments will create a conflict of interest that would limit the ability of these offices to perform their work effectively.

The change that concerns me the most is the conflict of interest presented by requiring the OIPM and PCOB to utilize the City Attorney for their legal work. The City Attorney's primary loyalty is to the city, rather than to individuals, and it would severely undermine the goal of the OIPM/PCOB to lean on this office for their legal work. The main goal of the OIPM/PCOB is to ensure the civil rights, health, and safety of city residents and police officers through community engagement, independent investigation and review, transparency, and recommendations. The City Attorney must not serve as the primary source of legal oversight, advice, and representation to these offices.

Please vote no on these amendments.

Thank you all for your service to our city and community.

Sincerely,
Sarah Chodorow, LCSW (she/her)
413 Ring St.
Madison, WI 53714

From: Thomas Givnish
To: All Alders
Subject: opposition to ordinance amendments
Date: Tuesday, April 21, 2026 5:40:34 PM

Some people who received this message don't often get email from givnish@wisc.edu. Learn why this is important

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As a 41-year resident of Madison (Parkwood Hills neighborhood), I write in strong opposition to the ordinance amendments being proposed that would gut independent police oversight. This is the last thing we need to do. If police abuse has occurred, we need to know about – not sweep it under the rug.

Best regards, Tom

Thomas J. Givnish

From: Joshua and Michelle"s Wedding
To: All Alders
Subject: Opposition to Agenda Item #55 – OIM/PCOB Amendments
Date: Tuesday, April 21, 2026 4:40:34 PM

Some people who received this message don't often get email from wrightrobinsonwedding@gmail.com. Learn why this is important

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Dear Members of the Common Council,

I am writing as a constituent to register my opposition to Agenda Item #55 regarding proposed changes to the Office of the Independent Monitor (OIM) and the Police Civilian Oversight Board (PCOB).

While I have concerns about aspects of the proposed changes themselves, my strongest concern is with the process by which this package of amendments has been introduced. The scope and complexity of the changes, combined with the timing of their release just days before the scheduled vote, do not allow for meaningful public understanding, engagement, or deliberation. That alone warrants slowing this process down.

These bodies were created with significant community input and careful consideration. Changes of this magnitude should reflect that same level of transparency, clarity, and public trust-building—not be advanced as a last-minute omnibus package.

Substantively, I am particularly concerned about any provisions that could limit the independence or effectiveness of the OIM and PCOB. These structures are essential for accountability, and their ability to function with appropriate access to information and independent guidance should be preserved.

If there are specific issues that need to be addressed—such as data handling or confidentiality—those should be taken up directly and narrowly, rather than through sweeping changes that risk undermining the broader intent of civilian oversight.

I urge you to vote no on this item as currently presented, and to support a more transparent, deliberate process for any future revisions.

Thank you for your consideration and for your service.

Sincerely,
Michelle Robinson and Joshua Wright
4106 Vidon Dr, Madison, WI 53704

From: Alex Saloutos
To: All Alders
Subject: A couple of questions regarding legislative intent
Date: Tuesday, April 21, 2026 11:41:17 PM

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Dear Common Council members:

There have been many claims about the legislative intent of MGO 5.19 and 5.20, and these changes are just clarifications. I suggest asking Alder Govindarajan and City Attorney Haas which documents in the legislative file for these ordinances are evidence that the proposals before you reflect the original intent and are clarifications. Then ask for copies and read them. I found nothing after reviewing more than a hundred documents in the legislative files. I'm also surprised by the veracity of Alder Govindarajan's claims about legislative intent, given that he joined the council three years after the ordinances were enacted.

I respectfully ask that you refer this matter to the PCOB and its Policy & Procedure Subcommittee.

Respectfully

--

Alex Saloutos
BHHS True Realty
Phone: (608) 345-9009
Email: asaloutos@tds.net

From:	Alex Saloutos
To:	All Alders
Cc:	Police Civilian Oversight Board; Office of the Independent Police Monitor; Glass, Aeiramique
Subject:	Legistar File No. 92386: Public Comments on Proposed Amendments to MGO §§ 5.19 and 5.20
Date:	Tuesday, April 21, 2026 7:39:10 PM
Attachments:	260421_LEGISTAR92386_MEMORANDUM_COMMONCOUNCIL.pdf

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alders,

Attached are my public comments on Legistar File No. 92386, supplementing my April 13 memorandum. I am sorry I will be unable to attend tonight's meeting and speak on this important matter.

Alder Govindarajan's proposal and Alder Glenn's alternate differ in minor details. Both weaken the independence, records access, and legal representation that the Council unanimously adopted in 2020.

I recommend placing both proposals on file and directing the PCOB and its Policy and Procedures Subcommittee to work with interested alders and the community to improve them over the next 120 days. In the alternative, Attachment A proposes stronger, more effective alternative ordinance language on the three key points.

Thank you for your consideration.

--

Alex Saloutos
Phone: (608) 345-9009
Email: asaloutos@tds.net

M E M O R A N D U M

Date: April 21, 2026

To: Common Council

CC: Police Civilian Oversight Board
Office of the Independent Police Monitor

From: Alex Saloutos

RE: **Analysis of Proposed Amendments to MGO §§ 5.19 and 5.20, Legistar ID No. 92386**

This memorandum supplements my April 13, 2026, memorandum to the Council on Legistar File No. 92386. The April 13 memorandum addressed City Attorney Michael Haas's March 25 memorandum and the amendments then before the Council.

SUMMARY AND RECOMMENDATION

Alder Glenn's alternate proposal has since been introduced. Its substance aligns with Alder Govindarajan's proposal on every point that matters. It subordinates the Office of the Independent Monitor to the City's administrative structure, narrows access to records, and restricts the Monitor's ability to retain independent counsel. The differences are minor. The adverse effect on independence, records access, and legal representation is the same. The Council should treat the two proposals as different paths to the same destination.

The Council adopted these protections unanimously in 2020. The arguments offered for weakening them rest on framings that do not stand up to scrutiny. The legislative process that produced the proposals is not one the Council should continue.

The Council should place both proposals on file and direct the Police Civilian Oversight Board and its Policy and Procedures Subcommittee to work with interested alders and the community to improve the ordinance over the next 120 days. The Subcommittee should meet at least biweekly until the work is ready for introduction. The Monitor's purpose is to serve the community, particularly those who are disenfranchised and people of color, and those communities should be part of the design of the ordinance.

SEND THE PROPOSALS BACK TO THE PCOB

The Council could spend hours tonight reworking the language of either proposal and still pass a flawed ordinance. If the ordinance reduces independence, narrows access to records, or restricts independent counsel, a subsequent proposal will be introduced to restore those protections while addressing the administrative and security concerns the current proposals claim to address. The Council will have handled the same issues twice.

Committees, commissions, and boards exist to draft and refine legislation before it reaches the floor. Given a reasonable time, they produce better work than the Council can in a single evening. The PCOB and its Policy and Procedures Subcommittee are the appropriate bodies for this work. They were bypassed. The resolution was introduced on March 24, 2026, and referred to the PCOB for consideration the next day, along with a memorandum from the City Attorney defending the changes, delivered the afternoon of the Board's meeting. That is not sincere or meaningful collaboration. The PCOB voted unanimously that day to recommend that the Council place the proposals on file and consult the Board before drafting any future amendments. That recommendation should be honored.

Most of the current Council was not seated when MGO §§ 5.19 and 5.20 were adopted in 2020. Only three of the twenty current members voted on the ordinance. The process that produced the original ordinance spanned five weeks, five ordinance drafts, three comparative spreadsheets, and a 19-to-0 Council vote with strong public support. The process that produced the current proposals did not involve the PCOB or meaningful community input, and is being rushed to a vote on the day Alder Glenn's alternate was circulated. New Council members should not take this as the model for making ordinance changes.

THE CITY ATTORNEY HAS A CONFLICT OF INTEREST

My April 13 memorandum addresses the core legal analysis. The Monitor's authority to retain independent legal counsel under MGO § 5.19(7)(l) is a lawful exercise of Wis. Stat. § 62.09(12)(g), which authorizes the Council to engage special counsel in any matter in which the City is interested. The legislative record shows this authority was granted as a general resource, not a narrow investigative tool. The structural conflict between the Office of the City Attorney's obligations to MPD and the Mayor, and the Monitor's obligation to investigate MPD independently, cannot be resolved by assurances about individual ethics or internal walling off procedures. The Police and Fire Commission retains independent counsel for exactly this reason. The Monitor should continue to have the same option.

The January 2024 MOU illustrates the conflict. Haas signed as a witness alongside Chief Barnes and then-Monitor Robin Copley. The PCOB was not consulted, and several of the MOU's provisions ceded authority that the Council had granted to the OIM under MGO § 5.19(7). Haas now cites the same MOU and the OIM delays that followed under its terms as justification for codifying the MOU's restrictions in the ordinance. An office that negotiates an agreement that reduces the Monitor's access rights with the body it advises, excludes the oversight board, and then invokes the result to justify a permanent restriction is not acting as a neutral advisor.

The Legal Costs Argument Fails on Three Grounds

Since April 13, Alder Govindarajan has circulated a memorandum arguing that legal fees generated by three PCOB-related cases justify restricting the Monitor's access to independent counsel. The argument is misleading for three reasons.

First, the costs cited are not compared against anything. The memorandum reports $136,482.50 in defense costs across three cases. It does not report the City's legal fees and settlement costs arising from MPD misconduct over the same period, which a functioning oversight structure is designed to reduce. Without a comparative baseline, the number cannot support the conclusion drawn from it.

Second, the cases cited do not support the argument. One case concerned a constitutional challenge to a quota requirement for minority representation on the PCOB that the Council itself adopted. The other two concerned discriminatory practices in the Monitor's hiring. None of the three cases arose from an exercise of investigative independence or from the Monitor's use of independent counsel. They arose from administrative and compositional decisions made by the City and the PCOB, with reliance on the City Attorney's Office and the Human Resources Department. They are not evidence that investigative independence is expensive. They are, at most, evidence that the PCOB has at times received insufficient support from the City's professional staff.

Third, the right comparison point is the Police and Fire Commission. The $136,482.50 in PCOB-related legal costs spans roughly five and a half years since the PCOB was created in September 2020, or about $24,000 per year. From May 2019 through March 2024, the City paid Renning Lewis

and Lacy, the PFC's independent counsel, $242,018, or approximately $48,000 per year. See Legistar File Nos. 82803 and 55875. The PCOB's annual legal costs are about half of what the City pays for PFC independent counsel. That cost is not presented as an objection to the PFC's independence. It should not be presented as an objection here.

CJIS COMPLIANCE BY THE OIM IS THE MOST EFFECTIVE WAY TO SECURE RECORDS

CJIS compliance solves the problem Haas identifies without eliminating access rights. The FBI's Criminal Justice Information Services Security Policy establishes the national framework for granting secure access to criminal justice information to non-law enforcement government entities. The Wisconsin Department of Justice's Crime Information Bureau oversees CJIS compliance, audits, and training for local agencies in Wisconsin. These are the standards MPD itself must follow. They are the standards used by other civilian oversight agencies. They are the right standards for the OIM.

Once designated OIM staff are CJIS compliant, they can access MPD records and databases directly, subject to the same legal penalties as MPD personnel for unauthorized disclosure. MPD's own Standard Operating Procedure on Third Party Database Use contemplates exactly this kind of arrangement through MOUs and agreements. The compliance architecture already exists. My April 13 memorandum details this pathway, and Attachment A, Examples 2 and 3, contain proposed ordinance text.

If cost is truly the concern, assigning MPD personnel to monitor the OIM's compliance with security standards and to process each OIM record request individually is a poor use of sworn officer time. Those officers should be working the department's core mission, not performing access-control work that a CJIS-compliant OIM could handle directly.

Finally, the OIM should not be subservient to the agency it oversees. Placing MPD in a supervisory posture over OIM records access, whether by ordinance or by MOU, puts MPD in exactly that position.

CLARIFY ADMINISTRATIVE COMPLIANCE WITHOUT SUBORDINATING THE MONITOR

The Council can clarify that the OIM follows generally applicable citywide administrative policies without subordinating the Monitor's investigative functions to mayoral directives. My April 13 memorandum proposes such language, and Attachment A, Example 1, contains the text. The current ordinance already requires the Monitor to collaborate with the Human Resources Department on staff hiring and to follow City contracting requirements when engaging independent contractors. The attempts in both current proposals to legislate detailed administrative policy through the ordinance are crude and raise more questions than they answer. The ordinance should be simple, clear, and limited. Detailed administrative policy belongs in administrative procedure, not in the ordinance.

THE ARGUMENTS FOR THE PROPOSALS DO NOT HOLD UP

The following are central lines of argument advanced in support of the proposals, and the reasons each does not carry the weight assigned to it.

The changes are clarifications. Both Haas and Govindarajan rely heavily on this framing. Haas writes that the proposed language "reflects the original intent of the Common Council" and characterizes it as reinforcing, not changing, the OIM's role. Govindarajan uses the word "clarify" or

a variant more than a dozen times in his memorandum. The framing is a contradiction in terms. If the ordinance already required what the amendments would require, the amendments would be unnecessary. The need to amend is the admission that the existing ordinance does not contain what the amendments would add. A substantive change described as a clarification is still a substantive change. The 2020 legislative record, addressed in my April 13 memorandum, confirms that the amendments reverse rather than reinforce the Council's choices.

The OIM is a City agency, subject to all citywide administrative policies and procedures. Haas argues that the OIM, having been created by the Council, is administratively indistinguishable from any other City department. The argument ignores the structural choice the Council made in 2020. The Council was presented with two options: either place the oversight function in the Mayor's Office or under an independent civilian board. The Council chose the second model and rejected the first. The Police and Fire Commission has operated for more than a century under Wis. Stat. § 62.13 as a City body whose core statutory functions are not subject to mayoral administrative direction. The PCOB and OIM were designed with greater insulation from mayoral influence than the PFC, not less. Haas's argument, taken seriously, would subordinate the PFC as well.

State statute requires the City Attorney to handle all of the OIM's legal business. Haas cites Wis. Stat. § 62.09(12)(a) and MGO § 3.07(1) as establishing exclusive City Attorney representation. The same Wisconsin statute, at § 62.09(12)(g), expressly authorizes the Council to employ special counsel in any matter in which the City is interested. MGO § 5.19(7)(l) is the Council's exercise of that authority. The Council exercised the same authority for the PFC in Legistar File No. 82492. Haas's own office supported that arrangement and its renewal in 2024. The amendment would narrow an ordinance provision adopted under express statutory authority and contradict the City's existing practice.

The November 2025 data mishandling incident underscores the need for stricter structural oversight by the OIM. The incident involved a specific employee's conduct. The appropriate remedy is personnel action. No feature of the proposed amendments would have prevented the incident or would prevent its recurrence. The incident is being used to justify structural changes that were on the drawing board before the incident occurred and that address concerns unrelated to it. This is post hoc reasoning that selects a remedy for reasons other than the problem cited to justify it.

Changes to records access clarify mechanics without limiting access rights. Govindarajan writes that the MOU requirement governs "the mechanics of access" and does not restrict the categories of records to which the OIM is entitled. The proposal also removes "computer databases" from the list of materials to which the OIM has unfettered access under MGO § 5.19(7)(i). Removing the specific access right to computer databases from the ordinance text does not preserve that right. Requiring an MOU negotiated with MPD and the Office of the City Attorney to define mechanics gives both offices structural leverage over what the Monitor can see in practice. The 2020 drafting record, addressed in my April 13 memorandum, shows that "computer databases" was deliberately added to the access list during a process in which the Office of the City Attorney participated and cleared.

If the OIM continues to claim independence, the Council will have difficulty justifying its budget. Govindarajan writes that such claims make it "much harder for the Council to fund" the office during a structural budget deficit. The argument is pressure, not analysis. It invites the Council to adopt administrative changes not because they are legally required or substantively justified, but because the alternative is a funding threat. An oversight body subject to defunding when its findings are inconvenient is not an independent oversight body.

ATTACHMENT A
PROPOSED ORDINANCE LANGUAGE FROM THE APRIL 13, 2026, MEMORANDUM

These are three examples of ordinance language from my April 13 memorandum. Each preserves the 2020 protections while addressing the administrative and security concerns raised in support of the current proposals.

Example 1: Compliance with citywide Administrative Procedure Memoranda
Replaces the broad "shall comply with all APMs" provision with a narrower clarification, and bars the Council and City officials from using APM compliance to direct or interfere with the Monitor's core oversight functions.

> *The Office of the Independent Police Monitor shall comply with generally applicable City Administrative Procedure Memoranda. Nothing in this subsection shall be construed to authorize the Council or any City official to direct, limit, or interfere with the powers and duties of the Monitor and the Office of the Independent Police Monitor as set forth in MGO § 5.19(7).*

Example 2: Confidentiality safeguards on sensitive records
Imposes on the Monitor, OIM staff, contractors, and agents the same confidentiality duties and legal penalties as the legal custodian of the records, without narrowing the OIM's ordinance-level access rights.

> *The Monitor, OIM staff, and any contractors or agents working on behalf of the OIM, including outside attorneys and investigators, shall safeguard confidential, legally privileged, and otherwise protected information and records obtained in the course of their duties, and shall not disclose such information or records except as required or authorized by law. For purposes of state and federal confidentiality and public records laws, the Monitor, OIM staff, and such contractors or agents shall be subject to the same duties and penalties as the legal custodian of the records for any unlawful or unauthorized disclosure.*

Example 3: Unfettered records access tied to CJIS compliance
Preserves unfettered access under MGO § 5.19(7)(i), bars MPD from conditioning or delaying it, and adds new subsection (i)(1) tying direct access to CJIS compliance.

> *(i) The OIM shall, to the extent permitted by law, have unfettered access to all MPD records, policies, Standard Operating Procedures, data, computer databases, and other information necessary to fulfill the duties of the OIM. Such access shall not require MPD's prior approval and shall not be conditioned on or delayed by any MPD determination regarding the status, sensitivity, or security classification of the requested records.*
> *(1) OIM staff who access records or databases subject to applicable state or federal security requirements, including the FBI Criminal Justice Information Services (CJIS) Security Policy, shall obtain and maintain the certifications, credentials, and training required by those frameworks as a condition of such access. OIM staff are subject to the same legal penalties as MPD personnel for any unlawful or unauthorized disclosure of records accessed under this section.*

From: davidblaska@icloud.com
To: All Alders; council; Rhodes-Conway, Satya V.
Cc: Haas, Michael R
Subject: Police monitor
Date: Wednesday, April 22, 2026 2:16:46 PM
Attachments: OIPM.png

Some people who received this message don't often get email from davidblaska@icloud.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Thank you for a most entertaining meeting Tuesday night 04-21-26. A few points:

1) It is clear that former Ald. Govindarajan DID communicate with the PCOB and other essential players. He first broached the topic in January, four months ago. The amendments were fully noticed, publicized, and debated. The Oversight Board refused to discuss his reforms and tabled the entire thing. We've seen it before, haven't we? Disagreement disguised as "lack of communication." Ald. Pritchett was right to quote *Cool Hand Luke.*

2) It is evident that Monitor Glass — a city employee, remember — has entered into an adversarial relationship with the City of Madison. She and Greg Gelembiuk threatened lawsuit. They have marshaled Freedom Inc., which shut down the Madison Board of Education's annual meeting in its successful crusade to expel school resource police officers. BE STRONG!

3) No matter how much chin wagging you do with Freedom Inc. and the PCOB, one thing cannot change: The City of Madison cannot create a truly independent agency any more than a wombat can give birth to a squirrel. Anything city government creates is a city government entity. The Office of Independent Police Monitor and the Police Civilian Oversight Board are city agencies. Only the state legislature can create separate government entities, as it did the Police & Fire Commission.

Being a city agency, the Monitor's office cannot sue the City of Madison, although Glass and Gelembiuk, as individuals, probably could. (City attorney Mike Haas confirmed this opinion, born of my 30 years in government, elected and appointed.)

4) Even if you funded the Monitor at the level Ms. Glass seeks, you will never match the resources available to the WI Department of Justice or the Dane County District Attorney's office, both of whom thoroughly investigated the death of Tony Robinson Jr., an often violent and chronic substance abuser, and absolved the police department. The Office of Independent Police Monitor can NOT succeed. Read the four cases she reports — they are embarrassingly trivial. I mentioned the denied fist bump on State Street.

5) Given that you cannot satisfy the Monitor or her supporters, be prepared for protracted litigation, because her office must be either fish or fowl — compromise is not possible. You cannot water down the proposed reforms because they are required by state law! Ignore your legal advice at the City's peril. I stand ready to bring suit again.

6) The answer, then, is to abolish the police monitor and its oversight board. Helps that the monitor is interim. Admit your mistake and move on!

7) Finally, encourage the well established, legally constituted, and more impactful Police & Fire Commission to build up a more visible front door for customer service. To do that, you could consider recreating the Monitor's office as a city referral agency to the PFC, with new personnel, of course.

Putting off a decision changes nothing! In Tuesday's installment of the Independent Police Monitor soap opera, we learned that Greg Gelembiuk is undergoing — "after prayer and meditation" — a Gandh…

Madison's police monitor can never be truly independent
davidblaska.com

Now some observations from a 12-year veteran of late-night meetings. Some of the alders talked too long and to little effect. Appeared to be thinking out loud. Have in mind what you want to say before you press the button. Brevity is the Soul of Wit.

David Blaska
Madison, WI 53711
davidblaska@icloud.com

Visit the Blaska Policy Werkes at www.davidblaska.com

From: noreply
To: All Alders
Subject: [All Alders] Police Oversight Commitee JUN 17
Date: Wednesday, April 22, 2026 2:32:39 PM

Recipient: All Alders:

Wednesday, April 22, 2026 – 2:32pm

Kristine M Gallagher
she/her
3213 Lotheville Road
Madison, Wisconsin. 53704 Yes, by email. kgallagher115@gmail.com All Alders Police Oversight Commitee JUN 17 Council:

Thank you for your time and efforts in making our community better.

When discussing The Police Oversight Committee addendums at your future meetings, you may want to consider requiring all members to take the Community Academy offered by MPD. I am currently and have learned so much.

As well, it may be wise to have an agreement on confidentiality. Just as some police records are not released due to their potential for negatively affecting the general public, it may be wise to adhere to some basic HIPAA-like agreements. It is not only kind, but may be essential for safety and/or perhaps legal action.

And again, unfortunately, we see the negative effects of AI with their most recent report.

I personally off all meta as I saw up close the negative effects of a doxxing with the spread of erroneous statements to 24K which some still believe to be true.

Thanks again!

Kristine M Gallagher

From: Jennifer Giesler
To: All Alders
Subject: 4/21 ordinances 5.19 and 5.20
Date: Thursday, April 23, 2026 9:55:02 AM

You don't often get email from jen@giesler.net. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Alder Guequierre,

I am one of your constituents in District 19. I also follow the work of the Police Civilian Oversight Board. I supported the formation of the PCOB and co-exisitng Office of Independent Police Monitor and continue to feel that their role is essential to the safety of our city for all residents. It's been brought to my attention that at today's Common Council meeting at 6:30 amendments are proposed that could change the status of PCOB and OIPM and threaten their independence. Without restating all the info and reasons I oppose these amendments (you'll no doubt get several long emails from other folks), I will simply ask that you vote against all amendments to Madison General Ordinances 5.19 and 5.20.

Respectfully,

Jennifer Giesler
21 Apple Hill Circle
Madison, 53717

_____
Jennifer Giesler
Jen@giesler.net
(608)770-4330

From: Fields, Debbie
To: Matthias, Isaac L
Subject: FW: [Council staff] Office of Independent Police Monitor
Date: Wednesday, April 22, 2026 11:12:46 AM

Hi Isaac,

When people use the contact from on our website, one of the "to" choices is Council staff, and those go to me. Here's one that came in yesterday that I'm sending along to you in case you think it should be attached in Legistar somewhere.

Thanks,
Debbie

From: noreply <noreply@cityofmadison.com>
Sent: Tuesday, April 21, 2026 4:21 PM
To: Fields, Debbie <DFields@cityofmadison.com>
Subject: [Council staff] Office of Independent Police Monitor

Recipient: Council staff:

Tuesday, April 21, 2026 – 4:20pm

Ryan Mesrs
1801 Ellen Avenue
Madison , Wisconsin. 53716 No, do not contact me. Council staff Office of Independent Police Monitor I'm writing to express my extreme displeasure that my hard-earned dollars are paying for this abomination that the city of Madison calls the office of independent police monitor. How insane is it that we continue to support this position and staff that continue to not anything productive besides justify their existence for this city. How is it possible that a position making what they make is allowed to put out press releases using AI and false facts and release people's public information? How is this even a consideration that this position and title is even still a thing? What benefit have we gotten from what we have paid?
I appreciate and applaud the effort to try to have an independent arm monitoring what law enforcement does in the city. However, this seems like an unthought-out and unmanaged waste of precious taxpayer dollars. How can we be expected to support any budget requests when this asinine office of Independent police monitoring puts out the garbage that they have today.
This office needs to be ended today.
Thank you.

To: Common Council, City of Madison: Attn Derek Field, Alder
From: Eli Misener
Subject: Protection for OIPM and PCOB
April 14, 2026

I write to urge the City of Madison Common Council to oppose the proposed amendments to the Office of the Independent Police Monitor (OIPM), ordinance 6.19, and Police Civilian Oversight Board (PCOB), ordinance 6.20.

My own personal history with ethical concerns (resulting in lawsuits against the City of Madison) is extensive in this matter. I served as a police officer With the City of Madison Police Department (MPD), from 2013 to 2021. That role bore witness to the aftermath of the murder of Paul Heenan, the murder of Tony Robinson, the murder of Ashley Dipiazza, and the 2020 civil unrest and protests.

I can affirm, beyond a shadow of doubt, that MPD is a police department that exceeds all local and national averages in qualifications and education level of its personnel. When that intelligence is used for the better of the community, the City undoubtedly benefits from a skilled, progressive police force. There is a scary, dark side to this legal aptitude, however. MPD is also exceptionally skilled at controlling, directing or hiding narratives that cast them in a negative light. The most "progressive" skill set possessed by MPD during the past decade has been understanding

the need to prioritize public image over truth, action or transparency.

My life and interactions in the past few years have lead me to believe the moral fiber of MPD is in serious decline. I am currently engaged in legal action in the Western Wisconsin US District Court (Misener v. City of Madison, 25-CV-329-wmc) in a case that strikes at the very foundations as to why OIPM/PCOM are crucial in this community. The case is a flagrant example of the ways which MPD is able to brush egregious misconduct under the rug, without recourse, absent OIPM/PCOM. Without this city agency currently investigating my case, there would have been a guarantee I'd never see justice.

This in and of itself is remarkable. I was employed within MPD for 8 years. I witnessed the barriers, tactics, deceit and obstructions put in place to defend police misconduct first hand. Even with this robust experience and knowledge in hand, I find myself often alone being steamrolled by the City Attorney and MPD. I ask the Common Council to consider how any member of our community without police experience or a law degree could ever expect fair outcomes in dealing with a department trained first and foremost in "controlling the narrative." The MPD already has a storied history of violations of WI § 19.31-37 open records violations. In the course of fighting for over a year to achieve MPD admitting their active duty officer had supplied illegal firearms,

three Writs of mandamus were filed, and fought against by none other than the Madison City Attorney. For this reason, I find it particularly ludicrous and ethically repugnant that the City Attorney's office is proposed to expand reach into OIPM/PCoB while simultaneously restricting records access for independent audits.

In writing in support of OIPM/PCoB, I proudly admit my naitivity and misplaced trust in MPD in the past. I stood on State St in the summer of 2020. I stood on the Wrong side of that line. As the national spotlight has turned away, and the current administration has normalized anonymous, Unchecked police practices, I urge the Common Council to not permit MPD to backtrack on the little progress that was made. Please reject the proposed changes to Ord. 5.19 and 5.20.

Elijah Misener
Co. Founder; Transform Dane
PO Box 95
Madison, WI 53701

Note: District 3 is the location of my own residence and events contained within US 42 § 1983, 25-CV-329-wmc

From: Fields, Debbie
To: All Alders
Subject: Phone message: Betty Thompson
Date: Wednesday, April 22, 2026 9:31:13 AM

Alders,

Betty, a District 18 resident, left a message on the Council Office voicemail on Tuesday, April 21, at 4:54pm. She wanted to voice her support for the Police Department. She thinks the PCOB and the IM definitely need regulations and rules put on them. She said we have a good police department, and she hopes the Council passes the amendments to MGO 5.19 and 5.20 because the PCOB and IM should follow the rules.

Thanks,
Debbie

From:	Attorney S. Titus
To:	Glenn, Carmella
Cc:	All Alders; council; Munger, Sam R.; Office of the Independent Police Monitor; Police Civilian Oversight Board; Glass, Aeiramique; rebecca@renaissanceresourcesllc.com; rikemble@wifoodsystems.org
Subject:	Open Letter: Common Council Meeting on OIM Ordinance
Date:	Wednesday, April 22, 2026 4:30:10 PM

You don't often get email from attorney@policeoversight.us. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

To: Alder Carmella Glenn, et al
Re: 4/21/26 Common Council Meeting on OIM Ordinance

I reside in the Charlottesville, Virginia area. In my national office, I remain apprised of police oversight offices across the country, especially those that – notwithstanding operational and political setbacks – are leading change. Madison is in the aforementioned category.

Through my research, I have kept fully informed of the triumphs and struggles regarding Madison's Office of the Independent Police Monitor (OIM) and the Police Civilian Oversight Board (PCOB). For the record, I do not know, and have not spoken in person with, anyone affiliated with the OIM or the PCOB. I have previously shared on occasion supportive emails.

Last night, I watched the entire Common Council meeting on proposed ordinance amendments. Because in Virginia we are one hour ahead in time, for me it was past 1:AM when this matter was deferred until your August meeting.

I believe that was the right call. As you eloquently articulated, one must enter into important decision making with "clean hands." There were substantive concerns raised in Monitor Glass' recent public written statements that bring into question whether this entire process has come about through clean hands, which is to say whether city officials have operated in good faith.

I commend the vast majority of Alders for doing the right thing and giving this matter more careful, deliberative thought. I especially found myself moved, even at the late hour of the night, by your passionate and heartfelt plea for *equity,* and your perspective on what equity means.

Thank you for your leadership on this issue. As well, I thank your colleagues for exercising the wisdom to hit the proverbial pause button, at least long enough to *listen.* Just *listen* to what the community is saying.

I was moved as well by former Alder Rebecca Kemble's deep historical knowledge of the OIM ordinance, having helped codify the ordinance. Her walking to the podium to speak on behalf of preserving the independence of the OIM and PCOB, while in obvious physical pain, was civic commitment that was inspiring to see.

I sincerely urge city officials in Madison to recognize the gift you have in Ordinance 61593, passed in 2020. Most municipalities around the country have yet to summon the political courage to enact such a unique, strong ordinance that is independent of City Hall politics.

Yes, I say ***independence*** purposefully. That term was praised and chastised a great deal at last night's council meeting. Yet I stand firmly with my professional colleagues in the OIM, the PCOB, and community leaders in defense of the need for independence in order to gain and sustain public trust.

Furthermore, I respectfully reject any effort to "normalize" the work of the OIM and PCOB, in attempts to make this department like any other city department. *It is not.*

Just as an apple is a fruit; so is an orange. Yet everyone knows that an apple is not an orange. While every city government department in Madison is undoubtedly important, the mission of the OIM and the PCOB is unique to any and all other city entities. My colleagues do not claim to be "better" than everyone else – just uniquely situated to meet uncommon challenges and needs.

Finally, a little "straight talk." My colleagues in Madison have been very gracious in referencing the former, inaugural Independent Police Monitor. I will use my outsider status this time to speak more candidly.

If, *and only if,* the public record of the colossal failures of the previous Monitor is accurate, then as an attorney myself I am chagrined that a member of my profession could have left this office in such shambles, thus creating an opening for opportunistic political and public scorn of the OIM and PCOB. Having established and led three government startups at the municipal, state and federal levels, I know that as a pioneer one has the special obligation to set the highest standards, and serve as an exemplar for one's successors. It is a shame that this apparently was not the case for Madison's OIM and PCOB, who must now clean up the mess and take the hits.

These are hardworking, dedicated people who are sacrificing family and personal time just to make Madison a better place for all. My colleagues in Madison do not deserve the piling on by segments of City Hall, and naysayers in the community. Instead, what they **do deserve** is City Hall's sincere gratitude and – more importantly – City Hall's financial commitment to giving the OIM the resources so they can do their job more efficiently and with minimum burnout.

Know that the nation is watching Madison. As a nationally recognized subject matter expert and attorney-lecturer on police oversight, I developed and was invited to teach the first-ever course on police civilian oversight with the National Academy of Continuing Legal Education, titled –

Civilian Oversight of Law Enforcement: Navigating Legal, Social and Political Challenges

In my course, scheduled to go live on May 8, I plan to cite two municipalities that have exemplary (even if not perfect) police oversight ordinances which focus on independence and citizen control – Madison and New Orleans. My audience is comprised of attorneys from across the nation. After the live session, the course will be available on demand in perpetuity.

Madison has the opportunity to show the country what civilian oversight of law enforcement *should* look like: Trustworthy policing in partnership with a trusting community. Backed by the full force of a strong ordinance ensuring independence. The political commitment of City Hall to provide the proper resources in terms of staffing and funding.

I have faith that you can and will do this. Do you?

Shenandoah Titus, Chief Counsel

POLICE OVERSIGHT USA
"For Trustworthy Policing"

U.S. Supreme Court, DC Licensed
National Certified Investigator/Inspector

Bio: https://shorturl.at/Fw2gy

policeoversight.us

* Note:

I did not have an email address for Mayor Rhodes-Conway, thus I copied Chief of Staff Munger. As a courtesy, please kindly forward to the Mayor for her awareness. Thank you.

In the spirit of transparency, you may share this communication, in its entirety and with full attribution, with anyone or any organization that you deem appropriate.

From:	Attorney S. Titus
To:	Mayor; All Alders; council; Munger, Sam R.; Haas, Michael R; Office of the Independent Police Monitor; Glass, Aeiramique; Police Civilian Oversight Board; Ojanik@madison.com; ahansen@madison.com
Subject:	Why Madison Must Change Course on PCOB/OIM
Date:	Friday, May 1, 2026 8:37:33 AM

Some people who received this message don't often get email from attorney@policeoversight.us. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

To: Mayor Rhodes-Conway, Common Council, PCOB, OIM, Wisconsin State Journal

Re: **Urgent Reform Needed for PCOB & OIM**

May 1, 2026

I write to you as a friendly observer from the Commonwealth of Virginia, and as a national subject matter expert on police civilian oversight. I am not affiliated with any group or organization in the State of Wisconsin. As the Founder and Chief Counsel of *Police Oversight USA,* my loyalty is to the mission of police oversight everywhere.

A brief introduction is in order. I was engaged in police oversight long before it was known as such, dating back to 1997 when I served as the first Human Rights Director of Amherst, MA. Investigating civilian complaints alleging police harassment was a priority during my leadership, both in Amherst and in Somerville, MA.

I hold various professional certifications and six academic degrees – principally from Cornell, Berkeley Law, and Harvard Divinity School. I have served in leadership roles at the municipal, state and federal levels for over two decades.

For those who would brand me a "company man" or "yes man" after reading this letter, know that I am a federal whistleblower. Having rejected an unlawful and unethical demand from former executives, and subsequently being subjected to retaliation, I successfully took legal action against my former employer – the U.S. Department of Homeland Security Headquarters, Washington, DC. I am hardly a “company man” or “yes man.”

A final point is worth mentioning. Political conservatives will want to embrace me after reading this letter, while many Madison liberals will want to dismiss me as "right-wing." For the record, politically I regard myself as a Progressive Independent man of color (African American and Native American). In previous elections, I cast my vote for Hillary Clinton, Karmela Harris, and Abigail Spanberger – Virginia's first female governor.

With the preliminaries aside, I have studiously observed events regarding Madison's Police Civilian Oversight Board (PCOB) and the Office of the Independent Police Monitor (OIM). I watched the entire April 21st Common Council meeting, as it pertained to the PCOB, OIM, and Ordinance 61593.

On April 22, I submitted an Open Letter to the recipients of this communication. In that Open Letter, I offered three themes, each of which I stand by today:

1) In order to effectively perform its duties and garner public trust, the independence of the PCOB and OIM must be safeguarded.

2) The OIM and PCOB are comprised of good, hardworking people who seek to better their community (I merely question their approach).

3) The Interim Monitor raised substantive concerns in her April 21st public memorandum regarding her perception of conduct within City Hall. Note that I did not comment on the veracity or validity of said allegations, only that they are substantive (meaningful) in nature and deserve to be taken seriously.

At the core of the friction between the OIM/PCOB and City Hall is the issue of *independence.* Yes, the OIM and PCOB require independence to perform their duties.

However, after observing these two offices over the past few months, I have concluded that it is not "independence" that the OIM/PCOB seek, but rather ***AUTONOMY*** – which essentially means *self-governance.* In a democracy where accountability is valued, I do not support any governmental agency's quest for self-rule.

The OIM/PCOB appear to be of the mindset that any restrictions at all on their quest for self-rule, however reasonable, would be an *encroachment* on their "independence," and therefore must be soundly rejected. I vehemently disagree.

One cannot welcome City Hall involvement when it comes to providing tax-payer funding and infrastructure support, but simultaneously demand complete and utter independence in all other matters. Furthermore, the OIM/PCOB fail to understand that with independence comes *accountability.* The track record for the OIM/PCOB is woefully lacking.

The OIM and PCOB were established in 2020. Sadly, their history of successful self-governance is abysmal. To wit:

The OIM, under previous management, reportedly for years failed to produce reports, respond to public records inquiries, complete adequate investigations, or build a sustainable infrastructure. The PCOB appears to have failed in their oversight of the OIM for several years. Yet they strenuously demand self-governance.

The Interim Monitor, a hardworking and committed person, I believe, nevertheless failed to meet two of the most basic tenets of good investigation – *Ask and Observe.* When the OIM released its first flawed Annual Report in 2026, the question should have been asked whether there are any policies on AI use by city employees. Investigators do not assume facts.

But, of course, if the OIM felt that they were above city employee policies, then perhaps they saw no need to inquire about policies that apply only to “those other people.” *That is not independence.* That is autonomy – which is unacceptable.

As to the obvious cover photo containing two capital buildings, one should have made this simple observation and corrected the image before releasing it, causing chagrin to the city and to the OIM/PCOB. No, it is not a matter of Madison residents' idiosyncrasies about their "skyline,” an excuse that I found condescending to Madisonians. It was a blunder that should not have gone undetected by a professional investigative office.

Is “independence” a license for rudeness? As a professional who has had his share of conflicts with political figures over two decades of public service, I have always sought to resolve disputes with mayors and city council officials diplomatically. Therefore, I was rather taken aback by the OIM's public memorandum alleging misconduct on the part of City Hall, and the public declaration during the April 21st Common Council meeting that the Interim Monitor could not work with City Hall officials due to "lies."

While perhaps most people on the PCOB and in areas of the community view such

antagonism as "standing up to the powers that be," many others question the professionalism and temperament of said conduct. I have a growing concern that when other city employees witness what the OIM apparently has been allowed to get away with under the guise of "independence," it does not serve employee morale when non-OIM employees have to constrain their frustrations in dealing with higher-ranking officials.

Yes, I have always maintained that police oversight offices are not typical city departments. However, that uniqueness does not give OIM staff the right to be publicly disrespectful of duly elected officials – or the right to be disrespectful of anyone, regardless of rank and title.

My greatest concern is that there appears to have developed a level of "group-think" within the OIM/PCOB. Unfortunately, whenever there is group-think, an unhealthy ***personality polarization*** occurs when the group leader displays a strong, forceful demeanor.

I believe that is where the OIM/PCOB have arrived. With group-think, dissent is not tolerated. Introspection and reflection as to one's own shortcomings give way to victimhood and group paranoia, where the mindset is that everyone who does not share our perspective is "out to get us."

Madison had the noblest of intentions when citizens created the OIM and PCOB in 2020. But an ordinance is only as good as the people who administer and enforce the ordinance. Political leadership requires the courage and wisdom to know when to change course when something is not working. That is where I believe Madison is at this juncture.

The Madison OIM and PCOB structure has failed, and will absolutely continue to fail.

During the April 21st Common Council meeting, an Alder asked a PCOB official if the PCOB had considered an Inspector General (IG) model, which of course would replace the current OIM/PCOB model. The response was rather feint.

In addition to teaching a national course for attorneys on police oversight, I am also slated to teach an IG course on ethics. Thus, I speak as a subject matter expert when I say that the Alder's question was on the mark.

The prudent and effective path forward for Madison is to timely replace the OIM and PCOB offices with an ***Inspector General for Police Accountability*** *(or similar office title).*

Much of the existing language of Ordinance 61593 can easily stay in place, with little modification. Provide the proper staff resources and funding. Have the IG hired by, and report directly to the Common Council, either serving for renewable four-year terms or subject to removal *For Cause* by a two-thirds vote of the Alders. This will maintain the IG's *independence* -- not autonomy, while also providing proper accountability for the IG.

A final note on transparency. Over the past few months, I have – in writing – offered very strong moral support for the Interim Monitor. I know personally the challenges of setting an office up from ground zero. I genuinely wanted to see the OIM and PCOB succeed fabulously – especially the Interim Monitor.

Having developed what I felt was a casual rapport with some PCOB members, I shared that if I ever felt compelled in my heart to apply for the permanent Independent Police Monitor position, I would give it due consideration. I emphasized that I have not yet reached that point – and likely would not – as I remain quite happy with my private national office.

Most telling, when I shared my confidence that the PCOB would be fair and hire the best qualified person to lead the office as the permanent Independent Police Monitor, the reaction I got made it clear that the PCOB was interested in finding a way to make the Interim Monitor

their permanent leader, despite publicly announcing months ago that the Interim Monitor would not be eligible to apply for the permanent role.

Yet they complain about City Hall politics!

It was at that point that I knew in my heart that group-think on the PCOB was real, and deeply entrenched. It became readily clear to me that this PCOB/OIM had morphed into a *personality polarization,* which is a reckless mental space to be in for an office whose mission is to hold police accountable and foster transparency.

I think it would be career suicide for any police oversight professional who believes in moderation to take the Madison OIM post – assuming it is ever posted. It has been nearly five months since the Interim Monitor took office on December 8, 2025, and there are no signs of progress on recruiting a permanent Independent Police Monitor.

Below is a direct quote from me to a PCOB member in an email dated April 30. Out of respect, the person with whom I was communicating will not be identified, nor quoted on their end. The gist of their communication is that the system is out to get strong Black women, and the Interim Monitor has done great things for Madison [paraphrased – not a quote]

****

From: **Police Oversight USA, Chief Counsel** >

Date: Thu, Apr 30, 2026, 7:10 AM

Subject: Are you ok?

To:

Greetings, [ ]

Thanks for sharing all about your personal commitments regarding family – and "near family." You are obviously very much needed and, I think, rightfully revered by those close to you. Good for you!

Regarding the current state of the OIM, while I have consistently expressed strong moral support in writing for the Interim Independent Police Monitor (electing by choice not to address her personally here, and to keep my comments professional), reasonable minds may differ as to what "success" looks like in this role. But, to keep it professional, I won't go there.

My strong sense is that there is a polarization around the Interim Monitor that, frankly, would make it extremely unfair and futile for anyone to seek that position at this time. I find that most unfortunate for the future of police oversight in Madison.

I am truly grateful to you for opening a small window of your life to me. I have been enriched by our brief friendship.

However, as a matter of prudence and integrity, there may be something that I must soon do, which has been weighing on my heart for a while now. Your response has affirmed my concerns.

It will be best if we no longer communicate. If I follow through with what is weighing on my heart, you will not wish to consider me a friend.

I thank you and wish you and your family peace and happiness.

Kind regards,

Shenandoah

****

Conclusion:

In 2020, Madison had a golden opportunity to lead Wisconsin, and indeed the nation, with one of the boldest police oversight ordinances that I am aware of to date. Madison's efforts are so noble that I highlight your city's oversight ordinance in my Continuing Legal Education (CLE) lecture to lawyers around the country!

Whether or not city leadership decides to keep this ordinance and the current OIM/PCOB structure, or replace them all with something else, such as the Inspector General model that I proposed, I will continue to cite Madison for boldly trying to get it right.

Madison still has an opportunity – albeit narrow now because of the entrenchment of the PCOB/OIM – to lead statewide and nationally. The record and the facts are crystal clear.

What Madison set out to accomplish six years ago never materialized. It simply failed – and will continue to fail miserably unless city leadership decides to actually *lead.*

I fully expect the angry reaction that I will receive from those caught up in the personality polarization that has engulfed the PCOB/OIM. I can take the heat because I deeply care about police oversight nationally. I care about transparency and accountability – not just for law enforcement, but for oversight agencies as well.

You collectively have the opportunity – indeed the *responsibility* – to right this wayward ship – or build a new ship – looking past all the race/gender paranoia noise. Show Wisconsin and the nation what real leaders do when "Plan A" has failed.

Learn from the errors of Plan A and make a *better, wiser Plan B.* Just never give up on the mission of trustworthy policing.

Never give up on the people you serve.

Shenandoah Titus, Chief Counsel
POLICE OVERSIGHT USA
"For Trustworthy Policing"

U.S. Supreme Court, DC Licensed
National Certified Investigator/Inspector
Lecturer: Nat'l Academy of Continuing Legal Education

policeoversight.us

From: noreply
To: All Alders
Subject: [All Alders] Police Independent Monitor
Date: Tuesday, June 2, 2026 8:23:20 AM

Recipient: All Alders:

Tuesday, June 2, 2026 – 8:23am

Mary Kateada
she/her
3529 Lucia Crest
Madison, Wisconsin. 53705 Yes, by email. marykateada@gmail.com All Alders Police Independent Monitor I'm a 72 year old white woman. I've lived in Madison for 25 years. I care deeply about this city. I want us to be the best we can be. AND I believe that having independent monitoring of our police officers is ESSENTIAL in that quest. PLEASE keep the independent monitor in the budget - fully supported and with continued independence. Enough with the falsehoods and drama.

From:	Bonnie Roe
To:	All Alders
Cc:	Munger, Sam R.; Haas, Michael R; Schmiedicke, David; Hillson, Erin
Subject:	Moving Madison Oversight from Defensive Rhetoric to Systemic Design
Date:	Tuesday, June 2, 2026 4:27:51 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Members of the Common Council,

As we look ahead to the structural runway provided by the recent contract extension for the Interim Independent Police Monitor, Madison has a unique opportunity to elevate our civic conversation. Much of the recent public commentary frames the ongoing friction within City Hall as a localized, personal conflict. However, evaluating our current oversight model reveals a much deeper, less personal reality: we are trying to manage a systemic design flaw with defensive rhetoric. True, independent accountability is a vital community necessity, but to be effective and sustainable, it cannot be performative, and it cannot exist outside the standard rules of municipal governance.

Dismissing standard administrative protocols as "technocratic discourse" undermines public trust. When city leaders raise valid, audited concerns regarding data security (such as ensuring that unredacted files containing the names of crime victims are not stored on personal, unencrypted laptops) they are executing their basic fiduciary duty to protect residents. Accountability is a two-way street; an oversight body cannot demand total transparency from law enforcement while bucking standard data-privacy laws and municipal policy memos.

While past traumas are real and must be respected, policy must be built on ongoing, comprehensive data. Audited metrics from the MPD 2025 Annual Report prove that recordable force occurs in only about **0.25%** of all calls for service. That means **99.75%** of daily police dispatches are entirely non-violent, service-oriented, successfully de-escalated interactions (medical, mental health, traffic, compliance, community policing,...) Building a multi-million dollar oversight apparatus exclusively optimized for an adversarial warzone ignores 99.75% of how the police department actually operates.

Conflating MPD's operational budget with the OIM's administrative budget obscures the real structural issue.
Regarding the Internal Affairs department within MPD investigating their own officers, that is completely normal. Companies evaluate employee conduct all the time. They're looking for violations of policy and procedure, company standards, etc. An MPD Internal Affairs investigation is normal and there is no conflict of interest for an internal affairs board to conduct an investigation into their own employee's behavior. This is part of quality assurance. Body cameras would be extremely helpful in evaluating quality of service on a call for service (like the December 19th high-profile incident, which was a response to a call for service by someone in our City).

The Independent Monitor may wish to conduct an investigation involving the PCOB Chair, although it gets complicated by the fact that the PCOB Chair, at the heart of a criminal investigation, also supervises the Independent Monitor. It would've been wise for the City to hire outside counsel to investigate this, as there is some level of conflict of interest. MPD conducts a lot of Internal Affairs investigations of MPD employees every year. But if the

Internal Affairs Lieutenant was involved as a subject in a case, they certainly wouldn't have the IA Sergeant conducting the investigation. It wouldn't happen.

These PSIA investigations are obviously not criminal investigations. They decide whether or not the officers involved acted in accordance with their training, policies, and procedures. Can you imagine if MPD did not have an Internal Affairs bureau (like every other police department around)? It would have been one of the first recommendations in the OIR Report.

Instead of defending a structurally vulnerable, isolated office with defensive rhetoric, Madison should evolve this conversation toward a modern Inspector General (IG) framework. An IG model achieves everything advocates want: it is granted true statutory independence with a dedicated budget to hire independent legal counsel, permanently severing the conflict with the City Attorney. Furthermore, an IG expands accountability to monitor contracts, TID allocations, and operations across all city departments. It looks for fraud, waste, and abuse and could fund the office more adequately through cost savings.

Let's elevate the conversation. Real, non-performative accountability is achieved through brilliant institutional design, not by branding standard municipal process as "gossip."

Thank you,

Bonnie Roe
District 11

From: Amelia Royko Maurer
To: All Alders
Subject: Gossip mongers
Date: Monday, June 1, 2026 9:52:43 AM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear City of Madison Common Council,

Please read the column below. It both clarifies where the conflict of interest lies in the investigatory process of Madison police officer behavior and, it calls upon city agents to stop attacking, lying about and wasting the time of Monitor Glass, the OIM and the PCOB.

I urge you all to ask this question as individuals and a collective body:

Is obstructing the conveyance of truth to Madison residents and using political power as a vehicle for yours or a colleague's petty, personal vendetta something any of you want as part of your public legacy?

I have hit a personal limit, answering people who have suffered excruciating loss, asking why some of you would lead the charge in attacking and wasting the time of the OIM and PCOB knowing all the while who it is you are actually hurting. That might not mean much coming from me but frankly, it doesn't have to.

The fact is, the state of MPD has always been the responsibility of the Madison Common Council. Whatever is happening there right now… the culture they foster, however they are treating residents - you are responsible. The Council of 2020 understood this and passed an historic MPD reform package that took years to form and included the input of nationally and locally renowned experts including 1000s of residents most impacted by policing. Whatever within that mandate that has yet to be implemented and the suffering that delay continues to cause is 100% on you.

https://madison365.com/the-independent-oversight-of-gossipmongers/

Thank you again to those of you who see the incredible leadership in the OIM and PCOB, who do prioritize public safety over loyalty and who refuse to play political games with people's lives.

Amelia Royko Maurer

From: Richard Sandrock
To: All Alders
Subject: Independent Monitor and PCOB
Date: Monday, June 1, 2026 10:57:05 AM

Some people who received this message don't often get email from rsandrock41@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Please fund the Independent Monitor and PCOB.....as my family was negatively impacted by the murder of Paulien in cold blood years ago and the realization that the "fix was in" I ask you to have the courage to do what is right.....you may have to explain this to your children and they are going to ask where you were when this crookedness in the system was in place and you had the chance to challenge it.....Sleep tight.....

Richard Sandrock

From: noreply
To: All Alders
Subject: [All Alders] Police independent monitor
Date: Tuesday, June 2, 2026 8:23:19 AM

Recipient: All Alders:

Tuesday, June 2, 2026 – 8:23am

Frank schneeberger
He
3529 Lucia crest
Madison, Wisconsin. 53705 Yes, by email. frankjs1947@gmail.com All Alders Police independent monitor l am a 80 year old white male living in Madison since 1972. Having observed Madison policing for all that time I have come to the conclusion that the independent monitor is VERY necessary to control the excesses of our police department. The death of Tony Robinson by Matt Kenny is a prime example of the police department not able to investigate itself. You need to fully support, financially fund, and keep the independent monitor in place.

From:	Barbie Jackson
To:	Police Civilian Oversight Board; All Alders; Lankella, Badri
Cc:	Barbie Jackson
Subject:	Statement in support of OIPM and PCOB independence
Date:	Tuesday, June 16, 2026 4:55:24 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear PCOB members and Alders:

My name is Barbie Jackson. I am a member of MOSES, addressing you as an individual.

I support the purpose and charge to the Madison Office of the Independent Monitor and the Police Civilian Oversight Board, as established by Madison Municipal Codes 5.19 and 5.20.

I support these original ordinances and think they should only be changed if there are amendments the OIPM and PCOB put forward to strengthen the ordinances and make the OIPM more independent.

I am concerned about the racial disparities in the 2026 Annual Report and call on the City of Madison to fully support rectifying these matters.

I call upon the members of the Common Council to support the full independence and funding needed for the OIPM to do its job to help the City meet the goals and responsibilities set forth in the existing ordinances.

Thank you.
Barbie Jackson, member of MOSES, 59-year resident of Madison
6441 Dylyn Drive
Madison, WI 53719
608-234-8118

From: noreply
To: All Alders
Subject: [All Alders] police excessive force finding
Date: Tuesday, June 16, 2026 12:13:08 PM

Recipient: All Alders:

Tuesday, June 16, 2026 – 12:12pm

Joan d Kemble
MOSES, JAMES REEB U U CONGREG VFP
4211 School Rd
Dane
Madison, Wisconsin. 53704-1610 No, do not contact me. All Alders police excessive force finding I am a MOSES member who opposes the ammendments introduced by Council members which would limit powers of the OIPM and PCOB. The death by force announced yesterday makes clear how important this agency is. I support the original ordinance. It is vital that it be independent; the City Attorney should be replaced by an independent attorney.

From: Amelia Royko Maurer
To: Amelia Royko Maurer
Subject: ACTION: PLEASE READ THIS CAREFULLY
Date: Tuesday, June 30, 2026 5:01:19 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

CALL TO ACTION - IT'S JUST A QUICK EMAIL : PLEASE READ THIS CAREFULLY

There are still amendments in Legistar file 92386 (posted below) that threaten the independence of the Office of the Independent Police Monitor (OIM) and Police Civilian Oversight Board (PCOB).

Please email alders Yannette Figueroa Cole, Council President Sabrina Madison, Derek Field and Will Ochowicz and ask them to discontinue their amendments in Legistar file 92386 that threaten the independence of the Office of the Independent Monitor and the Police Civilian Oversight Board. These amendments make no sense, they have wasted significant time and tax dollars that should have been spent on fulfilling the OIM and PCOB mandate to investigate harm caused by MPD and to prevent injury and death.

1.) One amendment would end OIPM's right of access to MPD databases and restrict access to MPD records. This is inconsistent with the national standard.

2.) The second amendment would restrict OIM/PCOB's right to use an independent attorney, requiring use of the City Attorney despite a structural conflict of interest. It would also require OIM/PCOB to comply with all city administration policies (APMS), even when those APMS undermine its function and independence.

3.) The third amendment would place an elected official on the PCOB, eliminating PCOB independence.

Yannette Figueroa Cole district10@cityofmadison.com

Council President Sabrina Madison district17@cityofmadison.com

Will Ochowicz district2@cityofmadison.com

Derek Field district3@cityofmadison.com

Alders who wish to address what they feel are problems within the OIM or PCOB or who wish to help strengthen the office have always had these options available to them:

1.) Ask the OIM and PCOB members questions and for solutions.

2.) Consult with the primary author of the ordinance, Rebecca Kemble, who is uncompromisingly, unquestionably pro-independent oversight and highly educated on the subject.

3.) Consult with the National Police Accountability Project, a nonprofit that has extensive experience with civilian police oversight mechanisms.

4.) Invite Florance Finkle to a meeting. She is in OIR group (the group that reviewed MPDs policies, procedures and culture) and the President of the National Association of the Civilian Oversight of Law Enforcement.

These individuals and entities are experts or well educated on the subject matter, they are readily available and safe sources as they fully support independent, community-based police oversight.

When alders go to other individuals who have demonstrated they are not pro-independent community oversight of the police, like Madison's City Attorneys, including Andy Schauer (the former longtime police union attorney), they demonstrate that they are willing to undermine the oversight mechanism for personal or political gain.

The following nonsense excuses/political doublespeak/distractions are those we've heard come from the alders who support these and past harmful amendments. This dishonest behavior harms families like Richard Johnson's.

1.) I am a supporter and have done good things for the OIM/PCOB.

2.) I have gone to the board meetings since the beginning.

3.) I am just trying to protect the OIM/PCOB.

4.) I am trying to make sure the OIM/PCOB follow the rules.

5.) I am trying to streamline how the OIM/PCOB run to protect the OIM/PCOB.

6.) My name is on the amendment as a courtesy to former Alder MGR but I don't really have a position.

7.) I'm just trying to learn more.

8.) This will not harm the independence of the office.

9.) The office can't be independent anyway, because it gets paid by the city and has to follow city rules.

10.) I work on preventing police contact so no one can question my intentions with these amendments.

11.) I am good at systems and processes and this amendment helps with systems and processes.

12.) I don't like or am mad at _____ so I'm making the families who need a fully independent and functioning OIM/PCOB pay for it.

Yannette Figueroa Cole district10@cityofmadison.com

Council President Sabrina Madison district17@cityofmadison.com

Will Ochowicz district2@cityofmadison.com

Derek Field district3@cityofmadison.com

We are once again urging these alders involved to stop making excuses, rescind the amendments and let the OIM and PCOB do their important work. Please join us.

Thank you,

Amelia Royko Maurer

From: Sharon Irwin Henry
To: All Alders; Haas, Michael R; Mayor; Police Civilian Oversight Board; Office of the Independent Police Monitor; Patterson, John; Amelia Royko Maurer
Subject: Tony Robinson case
Date: Thursday, July 9, 2026 2:20:10 PM
Attachments: Ex.30-Peterson Decision[236] (1) (2).pdf

Some people who received this message don't often get email from sharonirwin18@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Good day to all:
I would like to share some evidence with you, only one thing. Judge Peterson was the presiding judge in the civil case against Matt Kenny. This was his decision. and because of that, the largest settlement in a police wrongful death case in Wisconsin at the time, went to my daughter. I took no money, signed no papers. I chose this path. Maybe, you can get a better understanding of why I do what I do.
For 11 years it has been easier for all but a very few, not to look, It makes people uncomfortable to see the possibility that it was reckless and accountability was not there. Like I have told everyone over the last 11 years, You can make your own decision as to reckless homicide or justified homicide...based on the evidence.
This is why I come to these meetings involving changes to the PCOB, The Office of the Independent Monitor and PCOB need to remain independent of the city, including the city attorney's office. The problem that may have existed before the new independent monitor arrived, no longer exists. The city attorney and his office can not be an active part of any of OIM or PCOB; cannot be attorney for the city, and therefore the police, AND the OIM...conflict of interest on a grand level and subject to lawsuits. Look at the email/letter sent to all of you by the IM- dated april,2026, if your memories need to be jarred.
City's all over the country are looking at the model created here in Madison and looking to copy it. If you change it now, you will have effectively killed it and all possibilities for real change.
You can not be afraid to move forward. We must go into the future with clarity, transparency and change. It will not be easy, change rarely is. You might find yourself deep in people declaring foul play...Maybe, maybe not. The independent monitor will sift through the complaints, not the city. The process of change may include a decade of upheaval as we go forward. And then, everyone will settle into a new way of policing and dealing with consequences.
The ordinance introduced at the last meeting, written by Michael Hass and introduced by an Adler who no longer sits on the council, and then tabled until the Aug 4, 2026, meeting... is moot, has no value. What may have been, no longer is. And the person who wrote that ordinance and wished to make it law, knows that. What may have been a problem with Robin Copley's handling of the OIM and her resignation no longer exists.
I say again, City Attorney's Office not your place. I say, allow the Madison Police, the IM to set ground rules based on the ordinance in place now. The ones this office was created with. They are more than capable of working together for a better way, one that allows for growth and change.
Alder Pritcher your concerns about information leaked causing harm is valid. I heard recognition and pain as you spoke. I understand. Personally, as well. This very city did that to my family in 2015. Leaked phone numbers and addresses. You have no idea the death threats perpetrated on my family or the big trucks with no plates driving by my daughter's

home because of that. We were never compensated for damages done or harm inflicted for those incidents and no one was ever held accountable. No one said sorry. The DA said "oops", The Milwaukee chapter of the Black Panthers came and helped us. Our neighbors stood guard over my family.
I heard the slurs then, I hear the slurs now, from the people walking the halls of this city and the courts. Whispered innuendos and vicious name calling by top ranking city officials. I just walk past all of that, that is not me, and those words and names cannot harm worse than what has already been done. It's only designed is to make you take your eyes off of the real reasons we are here...to be of service to those you serve. Everyone in Madison and those cities who follow our lead will benefit from a positive move toward change. It starts here with accountability.
The OIM should remain outside of the influence of the city.
Which is exactly where we are at. It will be up to the alders, if the OIM will remain independent of the influence of the city attorney and the mayor's office.
We started in 2015 with an independent consulting organization finding 187 things that needed changing. The city council ratified all 187 or those changes into city law. Is that how I say it, when the city council passed into ordinance all the changes?
I am not sure if any of those changes were implemented, Do any of you know?
It seems the mayor office has been trying to wrest control or eliminate this office since its creation and movement. I say this because I am a citizen of the United States of America, a veteran of the US Army, and I speak what I see. I see that pattern and I am calling out what I see. You remember when you offered Sabrina PCOB budget money. Mayor. I do.
I do not do politics. Say what you want about me, but not my family. My family has gone through a fire none of you will ever feel. Unless of course a child of yours is killed by a police officer, then you are attacked by the police, news outlets and crazy people wanting their 15 minutes of fame on the back of a child they never knew. Lies are told that are never corrected, and a whole city cannot see, did not look, will not look.
Remember, we are destined to repeat our mistakes until we look and see. If you seek to see all the evidence, it is on the Facebook page in pursuit of justice fire matt kenny; all the evidence is there. Or you can ask me.
I will see you on the 4th of August.
Sharon Irwin-Henry

Exhibit 30
(Peterson Decision)

IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF WISCONSIN

THE ESTATE OF TONY ROBINSON, JR., *ex rel.* PERSONAL REPRESENTATIVE ANDREA IRWIN,

Plaintiff,

v.

THE CITY OF MADISON, WISCONSIN, and MATTHEW KENNY,

Defendants.

OPINION & ORDER

15-cv-502-jdp

On March 6, 2015, Matthew Kenny, a Madison police officer, was sent to a residential address on Madison's east side to check on Tony Robinson after several 911 calls had reported Robinson's erratic behavior. Less than a minute after Kenny arrived, he shot and killed Robinson in the stairwell of the residence. Kenny was cleared by an internal investigation by the Madison Police Department, which determined that the shooting did not violate department policies concerning the use of force. The district attorney declined to bring criminal charges against Kenny.

Robinson's mother, Andrea Irwin, brings this civil lawsuit under 42 U.S.C. § 1983 in her capacity as the personal representative of Robinson's estate. Plaintiff alleges that Kenny violated Robinson's rights under the Fourth Amendment by using objectively unreasonable force against him. Kenny contends that his use of force was reasonable because he believed that Robinson was assaulting someone, and that when he entered the building to investigate, Robinson attacked him. Plaintiff alleges that the City of Madison is also responsible for Robinson's death because the police department conducts shoddy investigations that do not

hold officers accountable for shootings, thus encouraging officers to use deadly force with impunity.

Both Kenny and the City have moved for summary judgment, Dkt. 43 and Dkt. 47, contending that the material facts are undisputed and that plaintiff's claims must fail as a matter of legal principle. The parties have also filed a number of motions asking the court to exclude some of the other side's expert evidence. Dkt. 56; Dkt. 58; Dkt. 59; Dkt. 60; Dkt. 80; Dkt. 81; Dkt. 103; Dkt. 104; Dkt. 114; Dkt. 115. Expert evidence is critical to this case, because Kenny is the only remaining witness to what happened in the stairwell. Both sides rely on expert interpretation of the physical evidence to confirm or contradict Kenny's version of the events. Under *Daubert v. Merrell Dow Pharmaceuticals, Inc.*, 509 U.S. 579 (1993), the court must serve as a gatekeeper and decide whether the proffered expert evidence is reliable and relevant enough to be admitted. So, before considering the motions for summary judgment, the court must decide what evidence it will allow in the case.

As explained in this opinion, some of the opinions of the experts are too speculative to be admitted and some are legal conclusions that the court will disregard because those are matters for the court or the jury to decide. But, for the most part, the court concludes that the parties' expert evidence is admissible. And, based on this evidence, what happened in the stairwell on March 6, 2015, is sharply and genuinely disputed. Thus the court must deny Kenny's motion for summary judgment. Whether Kenny's use of force was objectively unreasonable is an issue that must be resolved at trial.

But the court will grant the City's motion for summary judgment. The City is not automatically liable for the unconstitutional acts of its employees. *Monell v. Dep't of Soc. Servs. of City of N.Y.*, 436 U.S. 658, 691 (1978). Rather, the City itself is liable only if the

constitutional violation can traced back to some City policy, widespread practice, or decision by a City policymaker. *Id*. As explained below, plaintiff's *Monell* claim fails because plaintiff cannot establish that there was a policy or widespread practice of shoddy investigation of officer-involved shootings, or that the City was aware of and deliberately indifferent to a problem with those investigations, or that the shoddy investigations were the "moving force" behind Kenny's use of force.

The bottom line is that plaintiff has not adduced evidence to show that Robinson died because the City turned a blind eye to obvious problems with the police department's investigation or response to officer-involved shootings. Accordingly, plaintiff's constitutional claim against the City fails. But the court's decision to grant summary judgment to the City is not an endorsement of the investigation of the Robinson shooting. The evidence plaintiff brings to this court raises a genuine dispute whether Kenny's use of force in this case was objectively unreasonable, and that is an issue for jury to decide.

FACTS

Except where noted, the following facts are undisputed for purposes of summary judgment.

A. March 6, 2015

On March 6, 2015, Tony Robinson and a friend, Anthony Limon, had planned to take psilocybin mushrooms (commonly referred to as 'shrooms). Anthony got called into work, but at some point, Robinson took the mushrooms on his own. Around 4:00 p.m., Javier Limon and his girlfriend, Kelly Austin, were at the second-floor apartment that Javier shared with Anthony at 1125 Williamson Street. Robinson showed up a short time later, but Javier

and Austin stayed in Javier's bedroom with the door closed. After about an hour, Javier had not heard anything from Robinson. Javier went to check on him, and he found Robinson in Anthony's bedroom, "balled up on the bed in the corner." Dkt. 41-2, at 2. Robinson began shouting at people who were not there. At some point, Javier's cousin arrived. Robinson continued to yell, and he and Javier's cousin pushed each other around. Eventually Javier told Robinson to leave. But Robinson continued to behave erratically, and Javier was unable to get Robinson out of the apartment. Javier and Austin left; Robinson followed. Javier and Austin got in her truck to leave, but not before Javier saw Robinson leap out in front of traffic. At that point, Javier called 911.

At 6:28 p.m., Javier reported to the 911 operator that he was at a gas station on Williamson Street and that a "guy's tweakin. He's chasing everbody [sic] and fuckin yellin, and I don't know. He's tweakin on some shit . . . he's really outrageous right now. He fuckin scared me and my girlfriend." Dkt. 41-1, at 1. Javier said that he lived across the street from the gas station, gave his address, and described Robinson's appearance. The 911 operator asked Javier whether Robinson had any weapons; Javier responded, "I don't think so, no." *Id.* Javier told the operator that he had left the scene. Javier explained that Robinson was his friend and that he may have taken mushrooms, although he was not sure. Javier then reiterated that Robinson did not have a weapon and that he does not normally carry weapons. The operator told Javier that she was sending officers to check on Robinson, and the call concluded.

Kenny was on patrol that evening. At 6:31 p.m., 911 dispatcher Jeremiah Chang asked for the locations of officers D8 (Kenny) and D7 (MPD Officer John Christian). Kenny reported that he was on Wilson Street; Christian was in the police department property

room. The dispatcher radioed "[f]or a check person. 1125 Williamson. Look for a M/B, light skin, tan jacket and jeans. Outside yelling and jumping in front of cars. 19 years of age. Name is Tony Robinson. Apparently he lives in MaFarland [sic]." Dkt. 39-1, at 1. The dispatcher reported that the 911 caller was no longer at the scene and "no weapons seen." *Id.* The dispatcher then reported that another 911 caller—a "victim," Lei Yang—reported that Robinson was at the gas station in that area. A third call about Robinson indicated that he had gone back inside Javier's apartment and that he had "[t]ried to strangle another patron." *Id.*

By that point Kenny had arrived at 1125 Williamson Street. A witness at the scene flagged Kenny down and told him that Robinson had gone through the door at the side of the building to the upstairs apartment. Kenny had parked his squad in the driveway, with his dash cam pointed toward the door to the upstairs apartment. At 6:38 p.m., Kenny radioed, "I'm going to have to enter," *id.*, drew his weapon, and went through the door to the stairway that led to the upstairs apartment. Seconds later, MPD Sergeant Jamar Gary radioed, "Shots fired." *Id.*

Kenny's dash cam video[1] provides objective evidence of a general factual outline that the parties do not dispute. The video shows Kenny pulling into the driveway at 1125 Williamson Street, exiting his vehicle, and approaching the house. He looks around the back of the house and toward the upper apartment windows, climbs onto the porch near the door, appears to say something into his radio, and places his hand on his weapon. At this point, the

[1] The audio for the dash cam video is taken from Gary's body microphone; Kenny was not wearing his microphone during the incident, in violation of MPD policy. Gary arrived at 1125 Williamson just before Kenny went through the front door. None of the parties object to the synchronization of the video or to the court's consideration of it.

audio kicks in, presumably marking Gary's arrival. Just under 20 seconds pass from Kenny going through the door to the shooting. The shooting begins with a quick volley of three shots; Kenny begins to back out of the doorway between the first and second shots. After the first volley of three shots, Robinson's feet appear over the threshold of the door, pointed up, soles out, indicating that he is not standing up. Kenny appears to dodge or jump over Robinson's feet as he backs onto the porch. He then fires a second volley of three shots. Kenny fires a seventh and final shot from the far edge of the porch before he hops off and shouts, "Stop right there! Don't move!"

A few additional points are undisputed. The parties agree that Kenny entered the stairwell before backup arrived. Kenny did not radio that he saw or heard any signs of a disturbance or exigency. Kenny heard only once voice coming from the upstairs apartment. The parties agree, based on the results of the autopsy, that Kenny hit Robinson with three non-fatal shots—to the right hand, the left shoulder, and the chin. Because those wounds were not marked with stippling (i.e., gunpowder marks), Kenny fired them from more than three to four feet away. Kenny fired four fatal shots—all to Robinson's chest, through his heart and other vital organs—close to Robinson's body, well within three to four feet, as evidenced by stippling. One of the wounds showed evidence of searing, suggesting that the muzzle of Kenny's gun was against or very near Robinson's skin when he fired.

The factual outline is undisputed, but the parties sharply dispute the details, particularly what happened in the stairwell, outside the view of the dash cam. According to Kenny, he could hear sounds of "a disturbance" coming from the upstairs apartment when he arrived. Dkt. 131, ¶ 88. Kenny heard yelling and screaming, and he approached the stairwell to hear more clearly. He heard the sound of someone striking something or someone; he

heard someone yell, "What are you going to do now, bitch[?]" Dkt. 40 (Kenny Dep. 301:21). Kenny believed that Robinson was in the upstairs apartment assaulting someone. *See id.* at 321:11-23. From where he was standing at the bottom of the stairs, Kenny could see that the top of the stairs opened directly to the upstairs apartment; the upper landing did not appear to have a door. Kenny drew his gun, held it at the low ready position with both hands, and went up the stairs. According to Kenny, when he neared the top of the stairs, he announced "Madison Police." Kenny moved toward his right on the stairs, to see into the apartment. Suddenly, Robinson turned the corner and punched Kenny in the head with a closed fist. Robinson continued to swing at him, and Kenny lost his balance and fell down the stairs. Kenny admits that he cannot recall exactly how he and Robinson reached the bottom of the stairs, but Kenny began shooting. According to Kenny, Robinson continued to move or "aggress" toward Kenny during each of the seven shots he fired. When he fired his final shot, Kenny observed Robinson "sitting up and pushing himself forward." *Id.* at 364:18-19.

Plaintiff disputes Kenny's account and offers an alternative one, relying on the dash cam video and testimony by forensics experts. The dash cam video shows that Kenny fired all seven shots from the bottom of the stairs; if Robinson did attack Kenny at the top of the stairs, Kenny did not shoot him then or there. According to plaintiff's forensics experts, Kenny likely fired three shots at Robinson from the bottom of the stairs, as Robinson came down the stairs. Kenny likely hit Robinson with three non-fatal shots first, from more than three to four feet away. According to plaintiff, the dash cam video demonstrates that Kenny was not flailing or falling down the stairs as he fired his weapon; he was perfectly controlled and on his feet, until he lunges to avoid tripping on Robinson as Robinson falls. Kenny fired his fourth, fifth, and sixth shots close to Robinson's body, within three to four feet. Kenny

continued to back out of the door and fired his seventh and final shot from the front porch, as Robinson was lying on the stairs.

So that is the central dispute in the case. According to Kenny, he believed that Robinson was assaulting someone in the second-floor apartment, and he went in to stop it. Kenny encountered an aggressive Robinson, who punched Kenny in the head, causing Kenny to sustain a concussion. Kenny feared for his life and fatally shot Robinson to protect himself. In plaintiff's version, Kenny was dispatched to a "check person" call, knew that he should wait for backup, but entered the building with his weapon drawn anyway. Then, as he stood near the bottom of the stairwell, Robinson appeared at the top, and Kenny fired unnecessarily. Robinson fell down the stairs and Kenny fired the fatal shots as he lay helpless at the bottom of the stairs.

Immediately following the shooting, Gary went upstairs and cleared the apartment; he did not find anyone. Kenny went to the hospital; photographs indicate that he cut the left side of his head, near his hairline. Medical personnel cleaned the cut and did not need to bandage it. Kenny denied having pain, nausea, vomiting, dizziness, or visual changes. According to Kenny, he was diagnosed with a concussion about a month after the incident. But Kenny adduces no medical records or other objective evidence of a concussion. *See* Dkt. 149, ¶ 144 ("Officer Kenny was diagnosed with a concussion after the March 6, 2015 incident with Robinson." (citing Dkt. 40 (Kenny Dep. 20-22, 215))). The medical records in the record note that Kenny sustained a "head injury" on March 6, 2015. *See* Dkt. 95-1. And worker's compensation forms indicate that Kenny had been diagnosed with a concussion. *See* Dkt. 95, at 3 and Dkt. 95-1, at 6. Kenny's medical expert, Andrew Dennis, DO,

acknowledged that there is no objective evidence in the record that Kenny suffered a concussion.

Within a few minutes after the shooting, Kenny gave Gary a "snapshot" account of what happened. At the time, Kenny stated that: (1) he had heard more than one voice upstairs; (2) Robinson was yelling and had come at him swinging and punching; and (3) he did not draw his weapon until he was falling down the stairs after Robinson had punched him. Kenny's later testimony contradicted these early, on-the-scene statements, and Kenny now concedes that none of these initial statements were accurate.

Kenny gave a formal statement to investigators on Monday, March 9, 2015, three days after the shooting. Before giving the formal statement, Kenny was allowed to do a walkthrough of the scene of the shooting and review the dash cam video and body microphone audio with his counsel.

B. Madison Police Department policies and practices

Plaintiff's *Monell* claim against the City has two components. First, plaintiff contends that MPD investigations of officer-involved shootings are, as a matter of unstated practice and custom, unfairly biased in favor of the officer. Second, MPD officer training is deficient, in that MPD does not appropriately retrain officers after officer-involved shootings. Accordingly, the court here summarizes the facts pertinent to MPD training and investigation of officer-involved shootings.

1. MPD training generally

Plaintiff does not challenge the MPD's training programs generally. In fact, plaintiff concedes that the MPD provides training that exceeds state standards and that the MPD

keeps up with national, state, and local law enforcement trends and incorporates up-to-date best practices.

Kenny received and successfully completed significantly more pre-service training and ongoing in-service training than is required by the Wisconsin Law Enforcement Standards Board (LESB). Since 2009, Kenny has received advanced tactical training as a member of the MPD Special Weapons and Tactics (SWAT) Team.

MPD has not amended or revised its policies, practices, or training specifically in response to incidents of officer-involved shootings.

2. Officer-involved critical incidents investigations

In Madison, a police officer-involved shooting involving a civilian prompts two investigations: an internal police department investigation and a criminal investigation.

The internal investigation is conducted by the MPD, according to a Standard Operating Procedure (SOP) governing such investigations. The objective of the internal investigation is to determine whether the officer violated MPD policy during the incident. The internal investigation process has remained substantially the same from 2007 to 2015. The lieutenant in charge of Professional Standards and Internal Affairs (PSIA) leads the internal investigation.

The objective of the criminal investigation is to determine whether criminal charges should be filed against the officer. Historically, the criminal investigation would, like the internal investigation, be conducted by officers of the MPD. But after the enactment of Wis. Stat. § 175.47 (effective April 25, 2014), state law required that the criminal investigation be conducted by at least two investigators neither of whom are employed by the law enforcement agency that employs the officer being investigated. In response to Wis. Stat.

§ 175.47, the MPD adopted a new SOP for the investigation of officer-involved shootings as of July 15, 2014. Under the new SOP, an outside agency handles the criminal investigation; the handling of internal investigations did not substantially change.

Between 2000 and 2016, every MPD officer who has shot a civilian on-duty has been exonerated.

3. The Robinson investigation

At approximately 7:15 p.m. on March 6, 2015, MPD Lieutenant Cory Nelson, the PSIA lieutenant at the time, learned that Kenny had been involved in a shooting. Nelson would complete the MPD internal investigation and administrative review of the incident and determine whether Kenny acted in compliance with MPD policies and procedures.

As required under § 175.47, the MPD did not lead the criminal investigation; the Wisconsin Department of Justice Division of Criminal Investigation (DCI) did. DCI Special Agent Rafael De La Rosa served as lead investigator, and Special Agent Lourdes Fernandez served as De La Rosa's second in command. Although MPD personnel were involved in the criminal investigation, DCI, via De La Rosa, was in charge.

As is typical in DCI criminal investigations of officer-involved shootings, DCI investigators had Kenny walk through the scene on March 9, according to De La Rosa "because it helps the investigators process the scene more thoroughly and helps the officer provide a more thorough statement of what occurred." Dkt. 158, ¶ 35. De La Rosa also had Kenny view dash cam footage and listen to audio of the incident, in private with his attorney. (Plaintiff contends that allowing the officer access to the scene and other evidence before he testifies betrays the fact that the entire system favors the officer: the process is purportedly designed to help the officers prepare their testimony in light of the evidence at the scene.)

Later on March 9, De La Rosa formally interviewed Kenny about the incident. On March 23, De La Rosa followed up with a phone interview with Kenny. Interview transcripts and summaries, and the rest of the DCI investigative file, were available to Nelson when he conducted his internal investigation for the MPD.

In conducting the internal investigation, Nelson evaluated Kenny's decisions to (1) enter the stairway with his gun drawn; and (2) use deadly force. Nelson spoke with Kenny on April 6 to clarify a few points, but he did not fully interview Kenny because he had the benefit of the DCI interviews. Nelson had Kipp Harman, a MPD training officer, write a use-of-force report on the incident. Nelson incorporated Hartman's report into his own.

On May 12, 2015, Dane County District Attorney Ismael R. Ozanne announced that Kenny was not criminally liable for the events of March 6, 2015.

Nelson prepared a final report, dated May 26, 2015, for MPD Chief Michael Koval's review. Nelson's report concluded that Kenny had complied with the MPD SOP on "Police Weaponry" when he entered the stairwell with his weapon drawn and that Kenny had complied with the MPD policy regarding "The Use of Deadly Force" when he shot Robinson. Koval had final authority to determine whether Kenny had complied with MPD policy and procedure, and on June 3, 2015, Koval determined that he had.

4. The Brandon incident and investigation

Two other officer-involved shootings and their investigations are relevant to plaintiff's *Monell* claim. On July 15, 2007, Kenny was involved in a shooting that resulted in the death of Ronald Brandon. Officers were dispatched to a residential address after a 911 caller reported that a man was sitting on his porch with a gun and threatening the neighbors. The man (Brandon) pointed the gun at the first officer who arrived at the scene. As Kenny arrived

at the scene, he heard the first officer radio, "He's pointing a gun at me." Kenny got out of his squad, charged his rifle, issued verbal commands to Brandon to drop the gun, and when Brandon turned the gun toward Kenny, Kenny shot him. Approximately 19 seconds passed between Kenny's arrival and the shooting. As it turned out, a second 911 caller had reported that Brandon had only a *pellet* gun, and that it was Brandon himself who had called 911 while intoxicated. The second caller proved correct; whether Kenny had access to and should have known this information was disputed.

MPD Captain Kristen Roman served as PSIA lieutenant at that time and completed the internal investigation and administrative review. The MPD also handled the criminal investigation, under the direction of the Dane County District Attorney, as § 175.47 had not yet been enacted. Roman reviewed the criminal investigation file, viewed dash cam footage of the incident, and spoke with other officers, and she determined that she did not need to conduct additional interviews or any follow-up investigation; she did not formally interview Kenny. Roman concluded that Kenny's actions were reasonable, appropriate, and in compliance with the MPD's use of force policy. MPD Chief Noble Wray accepted Roman's findings and exonerated Kenny. The Dane County District Attorney at that time, Brian Blanchard, determined that Kenny was not criminally liable for Brandon's death.

5. The Heenan incident and investigation

On November 9, 2012, MPD Officer Stephen Heimsness shot and killed Paul Heenan. The parties in this case concede that the many of the circumstances surrounding the Heenan incident are disputed. The parties appear to agree that Heenan was unarmed and intoxicated; that he had entered a neighbor's home; and that Heimsness was dispatched to investigate a possible breaking and entering. After he arrived at the scene, Heimsness believed

that Heenan and a neighbor were fighting. He drew his weapon, ordered Heenan and the neighbor to get down, and ended up in a struggle with Heenan that resulted in Heimsness shooting Heenan three times.

MPD Lieutenant Dan Olivas served as PSIA lieutenant at that time and completed the internal investigation. Again, as was the case during the Brandon investigation, the MPD also handled the criminal investigation, under the direction of the Dane County District Attorney, as § 175.47 had not yet been enacted. Olivas evaluated two decisions by Heimsness: his decision to confront Heenan at gunpoint, and his decision to deploy deadly force. Olivas relied on interviews and other information that the criminal investigators collected, interviewed Heimsness himself, and eventually concluded that Heimsness acted in accordance with all applicable MPD policies.

The MPD asked the Wisconsin Department of Justice Training and Standards Bureau to perform an independent review of the Heenan shooting. The DOJ determined that Heimsness's actions were consistent with training approved by the LESB.

MPD Chief Wray accepted Olivas's findings and exonerated Heimsness. District Attorney Ozanne determined that Heimsness was not criminally liable for Heenan's death.

C. Jurisdiction

Plaintiff filed this case on August 12, 2015, alleging violations of Robinson's rights under the United States Constitution. The case is brought under the auspices of 42 U.S.C. § 1983, and the court has subject matter jurisdiction pursuant to 28 U.S.C. § 1331, because plaintiff's claims arise under federal law.

ANALYSIS

Both Kenny and the City move for summary judgment. Summary judgment is appropriate if a moving party "shows that there is no genuine dispute as to any material fact and the movant is entitled to judgment as a matter of law." Fed. R. Civ. P. 56(a). "Only disputes over facts that might affect the outcome of the suit under the governing law will properly preclude the entry of summary judgment." *Anderson v. Liberty Lobby, Inc.*, 477 U.S. 242, 248 (1986). In reviewing defendants' motions for summary judgment, the court construes all facts and draws all reasonable inferences in plaintiff's favor. *Id.* at 255. But "the non-moving party does not bear the burden of *proving* his case; the opponent of summary judgment need only point to evidence that can be put in an admissible form at trial, and that, if believed by the fact-finder, could support judgment in his favor." *Marr v. Bank of Am., N.A.*, 662 F.3d 963, 966 (7th Cir. 2011).

A fact is genuinely disputed if a party has admissible evidence to support its position. Before the court can determine whether genuine disputes of fact preclude summary judgment, it must determine what evidence is admissible. This is an expert-heavy case, so the court begins with the parties' *Daubert* motions. The focus in this opinion is the motions for summary judgment, but the decisions on the *Daubert* motions will also affect the evidence that the parties will be able to present at trial.

A. *Daubert* motions

"Determining the true facts of a case often requires 'the application of some scientific, technical, or other specialized knowledge.'" *Lapsley v. Xtek, Inc.*, 689 F.3d 802, 808 (7th Cir. 2012) (quoting Fed. R. Evid. 702 advisory committee's note to 1972 proposed rules). Rule

702 of the Federal Rules of Evidence governs the admissibility of expert testimony. It provides:

> A witness who is qualified as an expert by knowledge, skill, experience, training, or education may testify in the form of an opinion or otherwise if:
>
> (a) the expert's scientific, technical, or other specialized knowledge will help the trier of fact to understand the evidence or to determine a fact in issue;
>
> (b) the testimony is based on sufficient facts or data;
>
> (c) the testimony is the product of reliable principles and methods; and
>
> (d) the expert has reliably applied the principles and methods to the facts of the case.

Fed. R. Evid. 702. This rule has been interpreted by *Daubert v. Merrell Dow Pharmaceuticals, Inc.*, 509 U.S. 579 (1993), and *Kumho Tire Co. v. Carmichael*, 526 U.S. 137, 147 (1999), to require that the court serve as a gatekeeper to ensure that proffered expert testimony meets the requirements of Rule 702. Essentially, the gatekeeping function consists of a three-part test: the court must ensure that the expert is qualified, that the expert's opinions are based on reliable methods and reasoning, and that expert's opinions will assist the jury in deciding a relevant issue. *Myers v. Ill. Cent. R. R. Co.*, 629 F.3d 639, 644 (7th Cir. 2010). The proponent of expert evidence bears the burden of establishing that the expert's testimony is admissible. *Lewis v. CITGO Petroleum Corp.*, 561 F.3d 698, 705 (7th Cir. 2009).

As for qualifications, the question is not whether the expert is generally qualified in his or her field, but whether the expert has the necessary education and training to draw the conclusions he or she offers in the case at hand. *See Hall v. Flannery*, 840 F.3d 922, 926 (7th Cir. 2016). Experts may testify on the basis of practical experience as well as on the basis of

formal education. "While 'extensive academic and practical expertise' in an area is certainly sufficient to qualify a potential witness as an expert, *Bryant v. City of Chicago*, 200 F.3d 1092, 1098 (7th Cir. 2000), 'Rule 702 specifically contemplates the admission of testimony by experts whose knowledge is based on experience,' *Walker v. Soo Line R. Co.*, 208 F.3d 581, 591 (7th Cir. 2000)." *Smith v. Ford Motor Co.*, 215 F.3d 713, 718 (7th Cir. 2000).

The test for reliability is necessarily flexible. Although *Daubert* identifies factors the court may consider when determining whether an expert's testimony is reliable—whether the expert's technique has been tested, subjected to peer review and publication, analyzed for known or potential error rate, or is generally accepted—the "list of specific factors neither necessarily nor exclusively applies to all experts or in every case." *Kumho*, 526 U.S. at 141. The court enjoys broad discretion in evaluating reliability. *Id.* at 142. The admissibility inquiry "must be 'tied to the facts' of a particular case." *Id.* at 150 (quoting *Daubert*, 509 U.S. at 591). The reliability inquiry should "make certain that an expert, whether basing testimony upon professional studies or personal experience, employs in the courtroom the same level of intellectual rigor that characterizes the practice of an expert in the relevant field." *Id.* at 152. "A witness who invokes 'my expertise' rather than analytic strategies widely used by specialists is not an expert as Rule 702 defines that term." *Zenith Elecs. Corp. v. WH-TV Broad. Corp.*, 395 F.3d 416, 419 (7th Cir. 2005).

Finally, expert evidence is relevant if it helps the jury understand a matter beyond the knowledge and experience of a layperson. *Daubert*, 509 U.S. at 591-92 ("Rule 702's 'helpfulness' standard requires a valid scientific connection to the pertinent inquiry as a precondition to admissibility.").

But the *Daubert* inquiry does not authorize the court to decide issues of credibility. "A *Daubert* inquiry is not designed to have the district judge take the place of the jury to decide ultimate issues of credibility and accuracy." *Lapsley*, 689 F.3d at 805.

The court addresses each expert in turn.

1. Dennis Waller

Dennis Waller is plaintiff's police practices expert. Both Kenny and the City move to exclude Waller's opinions. Defendants attack his qualifications, and the reliability and relevance of his opinions. The court will deny Kenny's motion for the most part; it will grant the City's motion in part.

a. Report

Waller offers five opinions regarding Kenny's conduct on March 6, 2015:

> (1) The intentional and reckless decision Officer Kenny made to enter the apartment without assistance was tactically unsound; contrary to law enforcement training concepts for handling disturbance calls; contrary to basic officer survival considerations; and inconsistent with, and counterproductive to, the protocol for successfully handling someone likely to be experiencing excited delirium.
>
> (2) Officer Kenny's stated necessity for entering the apartment without backup was contradicted by his actions upon entering and his subsequent statements.
>
> (3) Although all the responding officers recognized Tony's behavior as possibly resulting from Tony experiencing excited delirium and all were trained in considerations for handling excited delirium decisions to enhance the likelihood of a positive outcome, not one officer acted to attempt to resolve the situation in a manner consistent with their MPD training and mandated training from the LESB for encountering an excited delirium situation.
>
> (4) Officer Kenny's decision to draw his firearm and enter the stairway to the apartment without the presence of backup reduced his other force options and resulted in the use of

> deadly force in what was more appropriately a medical emergency. Officer Kenny's inappropriate choices and subsequent actions, in effect, determined the likelihood that Tony was going to die from being shot or from the inappropriate handling of an individual experiencing excited delirium.
>
> (5) Just as in the Brandon shooting in 2007, Officer Kenny acted in a manner that was not consistent with his training, ethical considerations, and the concept of using deadly force only as a last resort. In both cases Officer Kenny deliberately, but unnecessarily, escalated the encounter and was responsible for placing himself in officer-created jeopardy that resulted in the use of deadly force.

Dkt. 88, at 5-12. In Waller's report, each of these opinions includes a number of sub-opinions and supporting observations.

Waller offers one opinion pertinent to plaintiff's *Monell* claim:

> Through its failure to hold MPD officers accountable for not following policy and training, the practice of the City of Madison has led to, and/or caused, the shooting deaths of Tony Robinson and others.

Id. at 12.

b. Kenny's *Daubert* motion

Kenny contends that none of Waller's opinions are admissible for several reasons. First, Kenny attacks Waller's "stale" qualifications. Dkt. 62, at 17. Kenny highlights the fact that Waller has not "published, instructed, or presented for 25 years," and that he "has not been a sworn police officer for almost 30 years." *Id.* at 19. Kenny would have a good argument if Waller were nothing but a "professional expert." Generally, expertise comes from training and experience, not from testifying in court. *Daubert v. Merrell Dow Pharm., Inc.*, 43 F.3d 1311, 1317 (9th Cir. 1995) ("[I]n determining whether proposed expert testimony amounts to good science, we may not ignore the fact that a scientist's normal workplace is

the lab or the field, not the courtroom or the lawyer's office.") But Waller has ample qualifications in police practices: he has degrees in police and public administration; he has received more than 3,600 hours of law enforcement training; he is a trained assessor for the Commission on Accreditation for Law Enforcement Agencies; he is a certified internal affairs investigator/supervisor; he has served as a police officer, a field training officer, a detective, a sergeant, a lieutenant, a department training officer, and chief of police; and he is a certified police training instructor and has trained hundreds of officers on use of force issues, handling disturbance calls, officer survival issues, arrest procedures, and other issues related to professional and ethical conduct. Dkt. 88, at 1-2 and Dkt. 88-1. As the Ninth Circuit recognized in its *Daubert* decision, "scientific endeavors closely tied to law enforcement may indeed have the courtroom as a principal theatre of operations." 43 F.3d at 1317 n.5. Waller is years removed from working as a sworn law enforcement officer, but that is a matter that goes to the weight of Waller's opinions, not their admissibility. Kenny will be free to explore whether Waller's credentials are so "stale" as to undermine his opinions on cross-examination.[2]

Second, Kenny moves to exclude Waller's opinions as unreliable. Kenny argues that Waller's opinions are based on "conjecture and speculation and are not the product of any reliable methodology or reasoning based on facts." Dkt. 62, at 16. An expert in professional practices is not a scientific expert that applies rigorously scientific methods. Such experts

[2] Kenny makes another qualifications-based argument: that Waller offers quasi-medical opinions regarding the effects of trauma on officer memory. The court did not see any medical opinions in Waller's report, and it will not consider any such opinions at summary judgment. In any case, plaintiff agrees that Waller will not opine on the effect of trauma on officer memory at trial, so the issue is moot.

describe professional standards and identify departures from those standards. *See W. By & Through Norris v. Waymire*, 114 F.3d 646, 652 (7th Cir. 1997). Waller applies the same methodology each time he examines police-related issues: he develops an understanding of the facts of a case, analyzes the officer's actions, compares that officer's actions to standard practices and training, and explains consistencies and/or inconsistencies between what the officer did and what applicable practices required or recommended. Waller's police practices opinions are sufficiently reliable.

Kenny also moves to exclude certain of Waller's opinions as irrelevant or otherwise improper. Kenny contends that Waller's report contains improper legal conclusions. Generally speaking, an expert cannot offer legal opinions or conclusions. *Jimenez v. City of Chicago*, 732 F.3d 710, 721 (7th Cir. 2013) ("It is the role of the judge, not an expert witness, to instruct the jury on the applicable principles of law, and it is the role of the jury to apply those principles of law to the facts in evidence. As a general rule, accordingly, an expert may not offer legal opinions."). "[I]n particular, the Seventh Circuit has upheld the exclusion of expert testimony regarding the reasonableness of force in excessive-force cases." *Thomas v. Landrum*, No. 11-cv-9275, 2014 WL 11370447, at *1 (N.D. Ill. Mar. 18, 2014) (collecting cases). Plaintiff appears to concede the issue and states that Waller will not testify that Kenny's use of force was objectively unreasonable. Dkt. 74, at 2. All agree that Waller may not offer opinions regarding the reasonableness of Kenny's force, and the court will not consider any legal conclusions as evidence for purposes of summary judgment. Similarly, although Waller may discuss the events of March 6, 2015, and Kenny's decisions that evening, Waller may not opine on other legal questions, including whether circumstances at the time constitute "exigent circumstances" under the law.

Kenny also moves to strike Waller's "pre-seizure" opinions—namely, his opinions regarding Kenny's decisions and actions prior to the moment he shot Robinson. Kenny's pre-seizure conduct cannot itself violate the Fourth Amendment. *See Marion v. City of Corydon*, 559 F.3d 700, 705 (7th Cir. 2009) ("Pre-seizure police conduct cannot serve as a basis for liability under the Fourth Amendment; we limit our analysis to force used when a seizure occurs."). But Kenny's conduct prior to his decision to shoot Robinson is properly considered as part of the totality of the circumstances: "[t]he sequence of events leading up to the seizure is relevant because the reasonableness of the seizure is evaluated in light of the totality of the circumstances." *Williams v. Ind. State Police Dep't*, 797 F.3d 468, 483 (7th Cir. 2015), *cert. denied*, 136 S. Ct. 1712 (2016)). The court will not strike Waller's opinions regarding Kenny's pre-seizure conduct simply because that conduct cannot itself give rise to a separate Fourth Amendment violation.

Finally, Kenny objects to parts of Waller's report as a critique of Kenny's credibility. Ordinarily, one witness may not testify about the credibility of another. But Waller's opinions are not directly about Kenny's credibility; he accepts Kenny's version of events and identifies departures from accepted police practices and training. At times, Waller points out discrepancies between Kenny's version of events and other information in the record. All of these observations are admissible. At trial, Waller may not directly opine on Kenny's credibility, but he is free to assume facts and discuss perceived deviations from training and practice, and to point out evidence that contradicts Kenny's version of the events.

The court agrees with Kenny that Waller may not offer legal conclusions or directly attack Kenny's credibility. But Kenny has not given the court any reason to exclude other

aspects of Waller's testimony. So, with the exception of improper legal conclusions, the court will consider Waller's opinions for purposes of summary judgment.

c. The City's *Daubert* motion

Waller offers one opinion pertinent to plaintiff's *Monell* claim: he opines that a MPD *practice* exists and that it *caused* Robinson's death. But, as will be discussed in greater detail when the court reaches defendants' summary judgment motions, these are essentially legal conclusions, which the court will disregard. On summary judgment, the court will consider only his opinions that officers departed from acceptable practices during the Brandon, Heenan, and Robinson incidents and that the internal investigations "appear to have been highly friendly to the officers." Dkt. 88, at 13.

And given the court's decision on the City's motion for summary judgment, Waller's opinions about MPD investigations will be irrelevant at trial.

2. Jonathan L. Arden, MD

Jonathan L. Arden, MD, is plaintiff's forensic pathology expert. Kenny moves to exclude Arden's opinion that Kenny fired all seven shots from the bottom of the stairs. Kenny does not challenge Arden's other opinions or his qualifications as a forensic pathologist. The court will deny Kenny's motion.

a. Report

Arden offers opinions based on Robinson's gunshot wounds and other forensic evidence, in particular, the bullets' trajectories and range of fire (i.e., the approximate distance between the muzzle of the gun and Robinson's body when Kenny fired his weapon).

Arden, like other experts in this case, begins with autopsy evidence, which the parties do not dispute. Three of the seven bullets that struck Robinson entered his left side and

followed trajectories to the right, back, and slightly downward (15-20 degrees from the horizontal). Dkt. 93, at 4. Two bullets entered Robinson's upper chest and shot more sharply downward (75-80 degrees from the horizontal). *Id.* A sixth bullet followed a similarly sharp downward trajectory, hitting Robinson in his lip before grazing his chin and entering his right shoulder/arm. *Id.* The seventh went through Robinson's right index finger, and, as a result, little can be said about its path. Four of the seven bullets were fatal.

Arden opines that the bullet trajectories undermine Kenny's account of what happened that evening. Kenny's version of events places him on the stairs just below Robinson when Robinson punches him, prompting Kenny to fire three bullets into Robinson at an upward angle. Arden opines that "all of the wounds to the torso [six of the seven shots fired] . . . have downward components to their trajectories, which would be very difficult to accomplish if [Kenny] were shooting from below unless Mr. Robinson's upper body was bent over to the point of being nearly horizontal or he was inverted from tumbling or falling forward." *Id.* If Kenny did fire at Robinson from below, Robinson could not have been standing upright. Arden offers several alternative scenarios, and none are consistent with Kenny's account.

Arden also offers opinions based on the range-of-fire evidence. Citing gunpowder stippling (unburned or partially burned gunpowder particles that embed just beneath the skin, forming a pattern of small red or brown dots), Arden opines that Kenny fired three of the four fatal shots from less than 24 inches away (but possibly from up to 36-40 inches away), and that it is unlikely that Kenny fired the shots from less than 12 inches away. The remaining fatal shot had stippling *and* made a muzzle imprint, indicating that the muzzle of the gun made contact with Robinson's skin when Kenny fired. The three non-fatal shots were

not contact, close-range, or intermediate-range wounds (no stippling or soot). Arden concludes that Kenny's account of the shooting is inconsistent with the gunpowder residue evidence because at least one of the wounds with a sharp downward trajectory was a tight contact wound, and at least three shots (the non-fatal shots) were fired from a distance beyond close or intermediate range.

Finally, Arden comments that the dash cam video with synchronized audio "demonstrated that the entire shooting sequence took about four seconds, and that Officer Kenny was backing out of the door during that interval (in the second between the three-shot volleys). This shows that he was at or near the bottom of the stairs during the entire shooting event." *Id.* at 5.

b. *Daubert* motion

Kenny moves to exclude Arden's opinion that Kenny fired all seven shots from the bottom of the stairs because Arden did not employ any specialized knowledge in reaching this conclusion. Although Kenny couches his motion in terms of "reliability," Kenny's essential argument is that this conclusion is not admissible as expert testimony because the jury does not need Arden's help to understand the dash cam video.

The court will deny Kenny's motion because there is nothing wrong with Arden's reliance on factual information that is also available to the jury. It is common for experts to assume the existence of certain facts that have to be proven by other witnesses, and to render opinions based on those assumed facts. *See Williams v. Illinois*, 132 S. Ct. 2221, 2228 (2012) ("Under settled evidence law, an expert may express an opinion that is based on facts that the expert assumes, but does not know, to be true. It is then up to the party who calls the expert to introduce other evidence establishing the facts assumed by the expert."). The same

principle applies here: the dash cam video provides certain facts that the experts in this case can incorporate into their opinions about what happened in the stairwell. Arden's application of common sense to his interpretation of the dash cam video provides no reason to exclude any part of his opinion.

3. Samuel A. Marso

Samuel A. Marso is plaintiff's forensic science expert: he offers opinions that recreate the shooting and, plaintiff contends, undermine Kenny's account of what happened in the stairwell. Kenny moves to exclude Marso's opinions because: (1) Marso is not qualified to opine on scene reconstruction issues; (2) Marso's opinions are not reliable; and (3) Marso's opinions will not assist the jury. The court will deny Kenny's motion.

a. Report

Marso is a forensic scientist with training and certifications in firearm and tool mark identification, crime scene investigation, and footwear and tire track identification. He has also received training in crime scene reconstruction, bloodstain pattern analysis, and forensic shooting scene reconstruction. Marso reviewed the forensic evidence in this case, including autopsy records, the dash cam video, crime scene photographs, DCI scene diagrams, and firearm and bloodstain evidence.

Marso opines that Kenny fired all seven shots from the bottom of the stairs, for three reasons. First, a "low-angle perforating ricochet near the top of the stairs" indicates that Kenny fired at least one shot upward "likely from the bottom of the stairs." Dkt. 90, at 4. Second, all discharged cartridge cases were at the bottom of the stairs. Third, the dash cam video indicates that Kenny did not have enough time to fire his initial shots from the top of the stairs when he clearly completed his first volley from the bottom of the stairs.

Marso then opines that Kenny fired the three non-fatal shots first. Kenny fired the non-fatal shots from the greatest distance away (as evidenced by the lack of stippling). Again, Marso relies on the dash cam video, which shows that shots four, five, and six were fired "in very close proximity to" Robinson and, therefore, likely to cause stippling. *Id.* at 5. He further opines that the four fatal shots—fired closer to Robinson's upper chest—are more likely to have been fired "at someone standing or sitting still and not during the course of a dynamic event." *Id.* The dash cam video confirms that Kenny fired the final four shots from above Robinson, who appears to be lying on the floor or the stairs.

Marso then pulls everything together and provides a "most likely scenario": that Kenny fired upward at Robinson from the bottom of the stairs, that after the first shot, Robinson likely bent forward (because the bullets have downward trajectories) or began to fall, and that he landed at the bottom of the stairs where Kenny fired the four remaining shots (which would explain those bullets' sharp downward trajectories).

b. *Daubert* motion

Kenny contends that Marso is not qualified to recreate the scene: he is primarily a firearm and tool mark identification expert, and he spends the majority of his time in a laboratory or gathering and preserving evidence. The court disagrees.

In addition to his other forensic science credentials, Marso is a crime scene reconstructionist with an emphasis on shooting scene and bloodstain pattern determinations. Dkt. 90-1, at 1. Marso's previous experience as an expert witness does not add much to his qualifications. But Marso's CV states that he has training in forensic shooting scene reconstruction. *Id.* at 2. He has taken evidence from shooting scenes, interpreted and evaluated it, and rendered opinions. Dkt. 37 (Marso Dep. 27:7-11). Marso's CV indicates

that he has received training in scene reconstruction, which satisfies *Daubert*'s threshold requirement and makes him qualified to offer the opinions in his report. The extent of his qualifications is a proper subject for cross-examination.

Kenny also contends that Marso's opinions rely on nothing more than the dash cam video, photographs of the scene, and Robinson's autopsy report. According to Kenny, Marso did not employ any reliable methodology or specialized knowledge to form his opinions, and his opinions about shot order, in particular, are speculative. For these same reasons, Kenny argues, Marso's opinions will not assist the jury: they are nothing more than lay observations that the jury will have to make themselves.

Marso, like Arden, uses the dash cam video to support a number of his conclusions. But he also explains the relevance of the dash cam video and its relationship to the forensic evidence. For example, Marso relies on the dash cam video when he explains that Kenny fired shots four, five, and six close to Robinson at the bottom of the stairs. He explains that this means that these shots would be expected to produce stippling, which explains why he believes that the non-fatal shots came in the initial volley, shot from the greater distance. As with Arden, the court will not exclude expert testimony because it includes common sense observations of evidence that the jury will also see. The bottom line here is that Marso is a qualified forensic scientist capable of reviewing forensic evidence and rendering opinions. The court will consider all of Marso's opinions for purposes of summary judgment.

4. Susan M. Skolly-Danziger

Susan M. Skolly-Danziger is Kenny's forensic toxicology expert. Skolly reviewed and interpreted Robinson's toxicology results. Skolly also reviewed reports and depositions describing Robinson's behavior the evening of March 6, 2015, and she offers opinions

regarding whether his actions were consistent with the toxicological results. Plaintiff contends that although Skolly is qualified to interpret Robinson's toxicology results, her testimony is not relevant or reliable, and it will not assist the jury.

Skolly's opinions are not material to the court's summary judgment decision. Even if the court were to fully credit her opinion that Robinson's aggressive behavior was consistent with his ingestion of mushrooms, it would still deny Kenny's motion for summary judgment. Her opinion might lend some credence to Kenny's account, but it would not resolve the factual disputes about what happened in the stairwell.

But, for trial purposes, the court will provisionally grant plaintiff's motion and exclude her testimony.

a. Report

Skolly discusses and interprets Robinson's toxicology results and opines that his reported behavior the evening of March 6, 2015, is consistent with drug use. Robinson's urine tested positive for alprazolam (Xanax), its metabolite (alpha-hydroxyalprazolam), the inactive metabolite of cannabis, and psilocin (from psilocybin mushrooms). Robinson's blood tested positive for alprazolam, THC, the inactive metabolite of cannabis, psilocin, and an "undisclosed 'stimulant.'" Dkt. 77, at 14. Drug levels were consistent with witnesses' reports that Robinson had taken Xanax and smoked marijuana on March 6, 2015. Psilocin was present, consistent with recent ingestion of psilocybin mushrooms, but its levels were not quantified by lab testing.

Skolly qualifies a number of her observations and opinions, particularly about the effects of the psilocybin mushrooms. She concedes that "hallucinogens do not act

predictably" and that Robinson's reaction to substances would have depended "on many factors." *Id.* at 16. Skolly offers four opinions:

> (1) At or near the time of his death on March 6, 2015, Robinson had multiple drugs in his blood, including THC, alprazolam, and psilocin. THC levels were "high and impairing." Alprazolam levels were "relatively low," and Robinson would not be expected "to exhibit moderate or extreme central depressant effects." And the presence of psilocin indicated recent ingestion of psilocybin mushrooms, an "extremely potent hallucinogenic drug."
>
> (2) Drug levels in Robinson's urine shortly after his death indicate exposure to these agents within several days of his death. The urine toxicology report is consistent with Robinson's use of alprazolam, cannabis, and psilocin prior to his death.
>
> (3) Robinson's "aggressive, excessively violent and bizarre behaviors were consistent with his recent ingestion of psilocin-containing mushrooms." Robinson was experiencing a "bad trip." The perception of impending danger often associated with bad trips "can abnormally make a user react in a violent or aggressive manner."
>
> (4) Robinson's recent and frequent use of cannabis contributed to "heightened visual and perceptual distortions as well as uncharacteristic behavior."

Id. at 16-18.

b. *Daubert* motion

Plaintiff contends that Skolly's opinions: (1) are irrelevant to plaintiff's claims; (2) are speculative; (3) address matters that lay people can understand without an expert's assistance; and (4) are unfairly prejudicial to plaintiff.

As the court will explain in greater detail when it reaches defendants' summary judgment motions, this case is about whether Kenny's use of deadly force was objectively reasonable. Information outside of the officer's knowledge at the time of the incident is not

relevant to whether the use of force was objectively reasonable. That said, information about Robinson's intoxication and, specifically, an opinion that drug levels in his system make it more or less likely that he behaved a certain way may be relevant. "Evidence of a plaintiff's intoxication . . . could be admissible under Fed. R. Evid. 403 because it 'tends to make more probable that the plaintiff acted as the defendant contended he did or that plaintiff otherwise conducted himself in such a manner as to place the defendant reasonably in fear of his life.'" *Common v. City of Chicago*, 661 F.3d 940, 945 (7th Cir. 2011) (quoting *Palmquist v. Selvik*, 111 F.3d 1332, 1342 (7th Cir. 1997)). Kenny did not know whether or to what extent Robinson was under the influence of intoxicating substances, so Robinson's drug use on March 6 is not directly relevant. But Skolly could be a relevant witness if she were to opine that drug levels in Robinson's system make it more or less likely that he behaved a certain way in the stairwell.

But Skolly offers no such opinion. She comes close: she opines that "Robinson's aggressive, excessively violent and bizarre behaviors were consistent with his recent ingestion of psilocin-containing mushrooms." Dkt. 77, at 17. But this opinion is not reliable: she assumes that Robinson acted a certain way based on witness statements, and opines that that behavior is consistent with taking mushrooms. But she does not establish a foundation for that opinion. She discusses the potential intoxicating effects of mushrooms, but nowhere does she attribute increased aggression or violence to mushrooms. Skolly has not demonstrated that she can reliably opine that Robinson's drug use on March 6 would have made it more likely that he behaved aggressively in the stairwell. If she cannot offer this opinion, none of her opinions are relevant.

Testimony about Robinson's drug use on March 6 is not relevant to any legal inquiry before this court because Skolly cannot reliably opine about Robinson's specific behavior or level of impairment. She does not know the concentration of active ingredient in the mushrooms that Robinson consumed, nor does she know the concentration of the active ingredient in his blood or urine. She acknowledges that "[t]he effects of mushrooms in a particular individual will vary in accordance with the dose, an individual's inherent tolerance or susceptibility, and the interaction of concurrent drugs." *Id.* at 13. By her own admissions, she cannot opine reliably about Robinson's specific experience on March 6.

Although the court is inclined to exclude Skolly, the court will hear further argument on plaintiff's motion at the final pretrial conference.

5. John G. Peters, Jr.

John G. Peters, Jr., is Kenny's police practices expert. Kenny offers Peters's report to rebut Waller's opinions. Plaintiff concedes that Peters is a qualified police practices expert, but plaintiff moves to exclude several specific opinions as unreliable or improper. The court will grant plaintiff's motion in part.

a. Report

Peters offers opinions regarding Kenny's use of force and tactical decisions on the evening of March 6, 2015. Peters opines that:

> (1) No one could have known whether Robinson was in a state of excited delirium before or during his encounter with Kenny.
>
> (2) It was appropriate for Kenny to enter the building because he believed there were exigent circumstances that required such action.
>
> (3) Officers, such as Kenny, are trained to not use multiple TASER electronic control weapon applications on a human.

(4) Robinson actively resisted Kenny and engaged in assaultive behavior.

(5) Robinson posed an imminent threat to Kenny because they were engaged in close combat.

(6) Kenny's use of force on Robinson was consistent with his training, national use of force standards, and the totality of the circumstances.

(7) Stressful events, such as the use of deadly force, have an impact on witness recall, contrary to Waller's testimony.

Dkt. 67, at 4-13.

b. *Daubert* motion

The parties agree on many of the issues that plaintiff raises in her motion. All agree that Peters will not opine that Kenny was a certified MPD officer; that experts (including Peters) may not offer opinions that amount to legal conclusions; and that Peters may assume a version of the facts supported by the record when he offers opinions (although he may not directly endorse Kenny's version of the events).

Three discrete substantive disputes remain: whether Peters offers improper legal conclusions; whether Peters's opinions regarding TASER training are admissible; and whether Peters may offer opinions regarding the effect of stress on officer memory.

First, several of Peters's opinions amount to legal conclusions, and the court will not consider them for purposes of summary judgment or allow them at trial. Peters opines that "Officer Kenny had several credible reasons to believe someone was being attacked inside the residence, which necessitated his immediate tactical response." *Id.* at 6. Peters may offer an opinion regarding whether, under assumed facts, it would be within an officer's training and established police practices to make certain decisions, including a decision to enter a residence without waiting for backup. But Peters may not opine that certain facts amount to

"exigent circumstances," as that term is used legally. Next, Peters opines that Robinson posed "an imminent threat to Officer Kenny because they were engaged in close combat," *id.* at 8, and that Kenny's use of force was justified and consistent with "the totality of the circumstances," *id.* at 9. Again, these are legal conclusions. He may opine that Kenny's decisions were consistent with his training and national standards regarding the use of force. But he may not opine that the totality of the circumstances justified the use of force. At trial, Peters may discuss applicable professional standards and identify compliance with or departures from those standards, but he may not offer legal conclusions.

Second, plaintiff takes issue with Peters's opinions regarding TASER training. Kenny offers Peters to rebut Waller's opinion that a TASER is "the preferred force option when dealing with someone believed to be experiencing excited delirium." Dkt. 88, at 6. Plaintiff does not object to Peters's discussion of TASER warnings or his opinion that officers are generally trained to limit the number of TASER applications; rather, she takes issue with his opinion that Kenny himself received this training and that the training amounts to a *prohibition* on multiple deployments. Peters's report does not establish a foundation that would allow him to opine on Kenny's training specifically, and the court will not consider this information for purposes of summary judgment or allow it at trial. The advisability of multiple TASER applications is an issue that both sides may explore at trial.

Finally, Peters does not have the requisite expertise to offer opinions regarding an officer's ability to recall events following a traumatic incident. Although Peters teaches "how to investigate arrest-related and sudden, in-custody deaths," he is not a medical professional. He has no expertise in the memory and recall issues he discusses; he only summarizes studies

he has read. The court will not consider these opinions for purposes of summary judgment or allow them at trial.

6. Vincent J. M. Di Maio, MD

Vincent J. M. Di Maio, MD, is Kenny's forensic pathology expert. Plaintiff moves to exclude two of Di Maio's opinions: his opinion regarding the precise distance between Kenny's weapon and Robinson's body during three of the seven shots; and his opinion regarding Robinson's life expectancy. The court will grant plaintiff's motion.

a. Report

Like Arden, Di Maio offers opinions based on Robinson's gunshot wounds, the autopsy report, and other forensic evidence. Di Maio opines that the absence of soot and powder tattooing (what Arden refers to as stippling) indicates that Kenny fired three shots from a distance of more than three to four feet (non-fatal shots to Robinson's chin, left shoulder, and right index finger). The presence of powder tattooing (but no soot) indicates that Kenny fired three fatal shots from "a range of a foot or less." Dkt. 65, at 4, 5. The final gunshot wound was marked with powder tattooing and a "seared rim of tissue around the entrance." *Id.* at 5. Kenny fired this shot with either loose contact or from a quarter of an inch away. Di Maio states that "[t]he exact sequence of the 7 shots cannot be determined by autopsy." *Id.* at 9.

Di Maio opines that, assuming Kenny's version of events, Kenny likely fired the contact shot at the top of the stairs, as part of the first volley, "[s]ince physical contact occurred at the top of the stairs." *Id.* at 9. The remaining two shots in the first volley were likely two of the three remaining close-range shots.

Di Maio also offers opinions that reconcile the bullets' downward trajectories with Kenny's account. He opines that "it is normal to throw your full weight behind [a punch]," so it is entirely possible that Robinson's body lurched forward as he attacked Kenny, causing him to bend at the waist and, in turn, resulting in downward trajectories as Kenny fired his weapon from the steps below Robinson. *Id.* And "[a]s to the gunshots at the foot of the staircase, Mr. Robinson was down, his back on the staircase while the Officer was getting up. Thus his bullets are going down." *Id.*

Di Maio identifies the presence of numerous abrasions and contusions of the head, torso, upper and lower extremities, and hands on Robinson. He also comments that Robinson's "heart was markedly enlarged," and that it would have reduced Robinson's life expectancy. *Id.* at 6.

b. *Daubert* motion

Kenny concedes that Di Maio will not offer opinions regarding Robinson's enlarged heart or corresponding decreased life expectancy. So the court need decide only whether to consider his opinions regarding the three shots fired from a range of less than one foot.

During his deposition, Di Maio testified that the presence of searing indicates that a shot was fired from less than a half inch away, and that the presence of powder tattooing indicates that the shot was fired from less than three to four feet away. This information creates three ranges: searing (less than a half inch); powder tattooing (more than a half inch but less than three to four feet); and no powder tattooing (more than three to four feet). Yet Di Maio opines that Kenny fired three shots (powder tattooing, no searing) from less than one foot away, without explaining how he narrowed the intermediate range. His report offers

these opinions in conclusory fashion, without explanation. The court will not consider them for purposes of summary judgment or allow them at trial.

Di Maio attempted to explain these opinions at his deposition: the range between a half inch and three to four feet is "determined by the size of the pattern and the density of the pattern." Dkt. 96 (Di Maio Dep. 84:10-11). But even if this explanation were sufficient to make these opinions reliable, he did not include it in his report. "Under Rule 26(a)(2), a party that intends to rely upon an expert witness's testimony is required to furnish by a date set by the district court a report containing, among other information, 'a complete statement of all opinions' the retained expert will provide, 'and the basis and reasons for them.'" *Ciomber v. Coop. Plus, Inc.*, 527 F.3d 635, 641 (7th Cir. 2008) (quoting Fed. R. Civ. P. 26(a)(2)(B)(I), (a)(2)(C)). Significantly, "Rule 26(a)(2) does not allow parties to cure deficient expert reports by supplementing them with later deposition testimony." *Id.* at 642. The opinions Di Maio disclosed in his report regarding the three intermediate shots are conclusory and unsupported, and the court will not consider them.

7. Andrew Dennis, DO

Andrew Dennis, DO, is Kenny's trauma surgeon expert. Dennis will opine on Kenny's ability to recall the night in question. Although plaintiff concedes that Dennis has "disclosed a legitimate opinion about factors that impact memory and perception," Dkt. 115, at 2, plaintiff moves to exclude Dennis's opinions regarding Kenny's credibility as both unreliable and irrelevant. The court will grant plaintiff's motion in part.

a. Report

Dennis offers opinions regarding "sustained head trauma and related stress of the encounter as it relates to Officer Kenny's recollection of the events on March 6, 2015."

Dkt. 118, at 1. Dennis opines that Kenny suffered a traumatic brain injury (a concussion) as a result of being attacked by Robinson, that he physically exerted himself during the incident, and that, as a result, he may not be able to remember the incident perfectly. Dennis offers two "final opinions":

> (1) Officer Kenny suffered both physical and emotional trauma in the form of a traumatic head injury and the elicited stress and exertional response associated with the event.
>
> (2) Any inconsistencies in Officer Kenny's recollection of the events, described by consulting experts, is not an intentional attempt to deceive or alter the events to better his position, but, in fact, they are attributable to the malleable and vulnerable nature of memories associated with this highly traumatic event.

Id. at 5.

b. *Daubert* motion

Plaintiff concedes that Dennis is qualified to offer opinions regarding potential impairment of Kenny's memory following the incident. And Kenny represents that this is the only opinion that he will have Dennis offer. *See* Dkt. 144, at 1 ("The defendants acknowledge Dr. Dennis cannot testify as to whether Mr. Robinson punched Officer Kenny; Dr. Dennis was not there. Similarly, Dr. Dennis will not testify as to whether Officer Kenny is lying when he describes the events of March 6, 2015; that is for a fact finder to decide."). But several disputes about Dennis's testimony remain.

All agree that Dennis may opine that traumatic head injuries, physical exertion, and stress may impair one's recollection of events. From here, Dennis is free to assume versions of the underlying facts and offer opinions based on those facts. For example, Dennis may *assume* that Kenny physically exerted himself during his encounter with Robinson and that, were that the case, it may have impaired his ability to remember the events accurately.

But Dennis may not opine that any and all inconsistencies in Kenny's account are attributable to impaired recollection (as opposed to lying). Dennis provides no foundation for this opinion, and it amounts to a sweeping endorsement of Kenny's credibility. Dennis cannot offer opinions about whether Kenny is lying. Dennis cannot resolve factual disputes for the jury.

And the court will not allow Dennis to testify that, as a matter of fact, Kenny suffered a concussion on March 6, 2015. Dennis's report on this point is conclusory; he opines that Kenny suffered a concussion citing Kenny's say so and Kenny's medical records. But he does not explain what information in Kenny's medical records indicates that he did indeed suffer a concussion. The opinion is insufficiently supported.

In short, the court will not consider Dennis's opinions regarding Kenny's credibility or his opinion that Kenny suffered a concussion on March 6, 2015, for purposes of summary judgment, nor will these opinions be allowed at trial.

B. Summary judgment

Now that the court has identified the expert opinions that it will not consider for purposes of summary judgment, the court turns to defendants' motions.

1. Kenny's motion for summary judgment on the Fourth Amendment claim

"A police officer's use of deadly force constitutes a seizure within the meaning of the Fourth Amendment, and therefore it must be reasonable." *Scott v. Edinburg*, 346 F.3d 752, 755 (7th Cir. 2003). More specifically, it must be *objectively* reasonable. *Graham v. Connor*, 490 U.S. 386, 388 (1989). "[I]t is reasonable to use deadly force if the officer, when exercising his or her reason and judgment, has probable cause to believe that the suspect poses a threat of death or serious physical harm to the officer or others and, whenever

possible, warns the suspect before firing." *Sherrod v. Berry*, 856 F.2d 802, 805 (7th Cir. 1988) (citing *Tennessee v. Garner*, 471 U.S. 1, 11-12 (1985)).

Reasonableness is "judged from the perspective of a reasonable officer on the scene, rather than with the 20/20 vision of hindsight." *Graham*, 490 U.S. at 396. "The calculus of reasonableness must embody allowance for the fact that police officers are often forced to make split-second judgments—in circumstances that are tense, uncertain, and rapidly evolving—about the amount of force that is necessary in a particular situation." *Id.* at 396-97. The court weighs what the officer knew, the specific situation he encountered, and events leading up to the decision to use deadly force—in other words, the totality of the circumstances. "An officer's use of force is unreasonable if, judging from the totality of the circumstances at the time of the arrest, the officer uses greater force than was reasonably necessary to effectuate the arrest." *Phillips v. Cmty. Ins. Corp.*, 678 F.3d 513, 519 (7th Cir. 2012). And *objective* reasonableness does not take into account an officer's underlying intent or motivation: "[a]n officer's evil intentions will not make a Fourth Amendment violation out of an objectively reasonable use of force; nor will an officer's good intentions make an objectively unreasonable use of force constitutional." *Graham*, 490 U.S. at 397.

Typically, when considering the totality of the circumstances, courts balance "the severity of the crime at issue, whether the suspect poses an immediate threat to the safety of the officers or others, and whether he is actively resisting arrest or attempting to evade arrest by flight." *Id.* at 396. Here, Kenny was dispatched to a check person—not a crime in progress. Nor was Kenny attempting to arrest Robinson.

Accordingly, Kenny's summary judgment motion turns on whether plaintiff has adduced evidence sufficient to create a genuine dispute of material fact as to the objective

reasonableness of Kenny's purported belief that Robinson posed an imminent threat of death or serious bodily injury to himself or others at the time he fired his weapon. She has: as alluded to in the facts section, the evidence in this case reveals one core dispute regarding what happened between Kenny and Robinson in the stairwell that evening. For the reasons that follow, the court will deny Kenny's motion for summary judgment.

a. Liability

In deadly force cases, "where the officer defendant is the only witness left alive to testify. . . . a court must undertake a fairly critical assessment of the forensic evidence, the officer's original reports or statements and the opinions of experts to decide whether the officer's testimony could reasonably be rejected at a trial." *Plakas v. Drinski*, 19 F.3d 1143, 1147 (7th Cir. 1994). Here, Kenny's version of events is far from unimpeachable.

The court need not identify each and every factual dispute of consequence in the record; it is sufficient to note that what happened in the stairwell between Robinson and Kenny is contested and that both sides have evidence to support their version of the events. Although Kenny, the sole eyewitness, has given his account of what happened, plaintiff has adduced experts that have opined that the forensic evidence—including bullet trajectories, gunpowder residue, and evidence at the scene—undermines Kenny's account. Robinson's gunshot wounds indicate that Kenny likely shot him as he was bent at the waist or falling down the stairs, not upright, controlled, and aggressing toward Kenny. Marso's opinions indicate that Kenny likely first fired at Robinson when he was a number of feet away. And the dash cam video itself is not totally in sync with Kenny's testimony that Robinson essentially threw him down the stairs: the jury will have to have the opportunity to consider the evidence and assess his credibility.

Kenny's motion depends on the court accepting his very specific version of events, in which Robinson attacks him with such force and persistence that any objective, reasonable officer in Kenny's position would have feared for his life. *See* Dkt. 63, at 13 ("Officer Kenny was violently attacked in a dangerously compromised position, which required a split second decision between life and death."). But evidence in the record offers an alternative story. This is not a case where the officer's version of events stands unchallenged. And Kenny's briefing does not conclusively rebut plaintiff's evidence. Without knowing what happened in the stairwell, the court cannot determine as a matter of law that Kenny's decision to use deadly force was objectively reasonable.

Factual disputes about what went on in the stairwell aside, Kenny's motion also depends on the court taking an overly narrow view of the relevant window of time. The events that occurred *around* the time of the shooting—in addition to what was actually happening in the moment Kenny pulled the trigger—are relevant to the totality of the circumstances analysis. *See Estate of Heenan ex rel. Heenan v. City of Madison*, 111 F. Supp. 3d 929, 944 (W.D. Wis. 2015) (citing *Deering v. Reich*, 183 F.3d 645, 652 (7th Cir. 1999)). Kenny's decision to enter the stairwell without waiting for backup, and his decision to enter the stairwell with his gun drawn, are not independent constitutional violations. But these decisions are still part of the totality of the circumstances calculus. *See Williams*, 797 F.3d at 483. Competing police practices experts and witness testimony create factual disputes about these pre-seizure events, too.

"The award of summary judgment to the defense in deadly force cases may be made only with particular care where the officer defendant is the only witness left alive to testify." *Plakas*, 19 F.3d at 1147. Here, Kenny offered the court only his version of events, without

rebutting the evidence in the record that undermines his account. Kenny's motion for summary judgment on plaintiff's Fourth Amendment claim is denied.

b. Qualified immunity

The same factual disputes that preclude summary judgment on plaintiff's Fourth Amendment claim against Kenny also preclude summary judgment on Kenny's qualified immunity defense.

"The doctrine of qualified immunity protects government officials 'from liability for civil damages insofar as their conduct does not violate clearly established statutory or constitutional rights of which a reasonable person would have known.'" *Pearson v. Callahan*, 555 U.S. 223, 231 (2009) (quoting *Harlow v. Fitzgerald*, 457 U.S. 800, 818 (1982)). Put a bit more bluntly, qualified immunity protects "all but the plainly incompetent or those who knowingly violate the law." *Malley v. Briggs*, 475 U.S. 335, 341 (1986). The doctrine translates into a two-part test: (1) whether the public official violated the plaintiff's constitutional rights; and (2) whether those rights were clearly established at the time of the alleged violation. *Ashcroft v. al-Kidd*, 563 U.S. 731, 735 (2011). A right is "clearly established" when a reasonable official would know that his "conduct was unlawful in the situation he confronted." *Hernandez v. Cook Cty. Sheriff's Office*, 634 F.3d 906, 915 (7th Cir. 2011) (quoting *Saucier v. Katz*, 533 U.S. 194, 202 (2001)).

But Kenny's motion for summary judgment on his qualified immunity defense depends on facts that are far from undisputed and asks the court to draw inferences in *his* favor. Kenny's qualified immunity defense depends on a version of events in which "he was responding to a situation in which another was in danger of bodily harm or worse." Dkt. 63, at 15-16. Kenny contends that it is not clearly established that "he could not use deadly force

in response to being attacked by Mr. Robinson in a narrow stairwell." *Id.* at 17. Put differently, Robinson had no clearly established right to be free from seizure via deadly force when he "suddenly and violently attacked" Kenny. *Id.* at 21. But whether Robinson had a clearly established Fourth Amendment right not to be seized through the use of deadly force depends on what happened between him and Kenny in the stairwell. Robinson had "a constitutional right not to be shot on sight if he did not put anyone else in imminent danger or attempt to resist arrest for a serious crime." *Weinmann v. McClone*, 787 F.3d 444, 448 (7th Cir. 2015). Factual disputes preclude a determination of whether a clearly established constitutional right was at stake at the time of the shooting. *See id.* at 451 (affirming denial of summary judgment on qualified immunity issue where there was "a factual dispute about the circumstances surrounding [the officer's] decision to fire on [the victim]"). The court must deny Kenny summary judgment on his qualified immunity defense.

2. The City's motion for summary judgment on the *Monell* claim

Whether Kenny violated Robinson's Fourth Amendment rights is a question for the jury. If Kenny did not violate Robinson's rights, then there can be no claim against the City either. But even if Kenny violated Robinson's rights, under the facts of this case, the City was not responsible for Kenny's actions.

The City is not liable for Kenny's actions merely because Kenny is a city employee. *Monell*, 436 U.S. at 691 ("[A] municipality cannot be held liable under § 1983 on a *respondeat superior* theory."). The City is liable only if Kenny's actions can be somehow traced back to City action. *Id.* at 694. Under *Monell*, a municipality is responsible for the actions of its employees if and only if the violation was "caused by: (1) an official policy adopted and promulgated by [the City's] officers; (2) a governmental practice or custom that, although

not officially authorized, is widespread and well settled; or (3) an official with final policy-making authority." *Thomas v. Cook Cty. Sheriff's Dep't*, 604 F.3d 293, 303 (7th Cir. 2010).

Here, plaintiff concedes that neither an official policy nor a policymaker's decision is in play. Rather, plaintiff contends, primarily, that the City has a widespread, well-settled MPD practice of conducting biased investigations of officer-involved shootings. And this practice caused Kenny to believe that he could use deadly force with impunity, which led to his unreasonable use of deadly force against Robinson. To succeed on this claim, plaintiff must show that there was such a widespread practice, and that the City was deliberately indifferent to the practice's known or obvious consequences. "In other words, they must have been aware of the risk created by the custom or practice and must have failed to take appropriate steps to protect the plaintiff." *Id.* And, critically, the practice "must be the *moving* force behind the constitutional violation." *Id.* at 306. The causal connection is critical: without showing that the practice actually caused specific the violation, the municipality would effectively be vicariously liable for all the actions of its employees. *Id.* So the court will consider whether plaintiff is able to sustain her burden on three elements: (1) a widespread and well-settled practice or custom (2) to which City officials were deliberately indifferent (3) that caused a constitutional violation.

Plaintiff has a secondary *Monell* theory, based on the City's failure to appropriately train its officers after officer-involved shootings. In some circumstances, a municipality may be liable under § 1983 for constitutional violations caused by a failure to train its police officers. *Sallenger v. City of Springfield*, 630 F.3d 499, 504 (7th Cir. 2010) (citing *City of Canton v. Harris*, 489 U.S. 378, 387 (1989)). The court will address this theory separate from plaintiff's widespread practice theory.

a. Widespread and well-settled practice

First, the court considers whether plaintiff has actually identified a widespread and well-settled practice or custom. A practice is not a random event, and isolated acts by individual employees are not sufficient to establish a widespread practice. *Thomas*, 604 F.3d at 303-04. A widespread practice is one "which, although unwritten, is so entrenched and well-known as to carry the force of policy." *Hahn v. Walsh*, 762 F.3d 617, 640 (7th Cir. 2014) (quoting *Rice ex rel. Rice v. Corr. Med. Servs.*, 675 F.3d 650, 675 (7th Cir. 2012)).

The practice at issue here is how officer-involved shootings are investigated. According to plaintiff, investigations of officer-involved shootings are so favorable to the officer being investigated that the MPD has a widespread, well-settled practice of not holding its officers accountable for using deadly force. According to plaintiff, this allows MPD officers to use deadly force "with impunity." Dkt. 136, at 2. Plaintiff falls short of showing an established practice.

Plaintiff primarily relies on the Robinson investigation itself to make her case, which she contends was fundamentally biased and deficient. According to plaintiff, Nelson, the PSIA lieutenant in charge of the internal investigation: (1) inappropriately predetermined that Kenny's use of deadly force was objectively reasonable; (2) refused to acknowledge that the dash cam video and forensic evidence undermined or even contradicted Kenny's version of events; (3) included irrelevant information in his report that painted Robinson in a bad light while ignoring Kenny's prejudicial history; and (4) ignored the fact that Kenny was not wearing his body microphone that evening, in violation of MPD policy. The bottom line, according to plaintiff, is that Nelson simply accepted Kenny's version of events, declined to

have certain forensic evidence examined, and otherwise padded his report to ensure Kenny's exoneration.

The first problem with using the Robinson investigation as an example of a widespread practice is that it did not happen until after Kenny shot Robinson. Thus, the Robinson investigation could not have had any effect on Kenny's decision to use deadly force. If a widespread pattern had any effect on Kenny's decision, it would have to have been established before he shot Robinson.

Plaintiff's answer to this criticism is that the Robinson investigation was conducted pursuant to the same practice that had been in place for years. MPD Captain Victor Wahl testified that the internal investigation process, generally speaking, has been "consistent" since 2007. Dkt. 112 (Wahl Dep. 26:21-27:14). Namely, the PSIA lieutenant reviews the criminal investigation's materials and reports "and then make[s] fact-finding conclusions based on the reports and then appl[ies] those to the policies that are relevant." *Id.* at 26:7-9. If the PSIA lieutenant needs additional information, he or she is free to "do some additional investigating or interviews." *Id.* at 26:13-14. Wahl testified that the practice of relying in large part on the criminal investigation's materials remained consistent between 2007 and the Robinson incident. Wahl later testified that the Robinson investigation was "consistent with the Madison Police Department's policies and practices for internal investigations." *Id.* at 61:6-10. Nelson himself testified that he was not aware of any changes to "how officer-involved shootings were investigated internally by the Madison Police Department" between 2010 and the Robinson investigation. Dkt. 106 (Nelson Dep. 19:1-5). According to plaintiff, this shows that all of the defects in Nelson's investigation of the Robinson shooting are the

result of enduring flaws in MPD's investigatory practices: *all* investigations are biased and flawed exactly as Nelson's was.

But plaintiff's logic is flawed. Even if Nelson made errors during the Robinson investigation, those errors do not show that MPD practices were defective, that Nelson's errors were attributable to those practices, or that investigating officers habitually committed those same errors. Certainly neither Nelson nor Wahl nor Chief Koval testified that MPD investigatory practices were designed to favor the officer. At most, plaintiff might show that Nelson did a questionable job during the Robinson investigation. But Nelson's individual errors or biases do not make a widespread practice.

Plaintiff also points out purported deficiencies in the Brandon and Heenan internal investigations. In the Brandon case, investigators chose not to interview Kenny at all. In the Heenan case, investigators did not consider previous complaints levied against Heimsness. The individual decisions that plaintiff criticizes are not similar enough to suggest a singular practice "so pervasive that acquiescence on the part of policymakers was apparent and amounted to a policy decision." *Dixon v. County of Cook*, 819 F.3d 343, 348 (7th Cir. 2016) (quoting *Phelan v. Cook County*, 463 F.3d 773, 790 (7th Cir. 2006), *overruled on other grounds by Ortiz v. Werner Enters., Inc.*, 834 F.3d 760 (7th Cir. 2016)). Plaintiff has individual criticisms of three investigations of officer-involved shootings. But these criticisms, even if valid, amount only to a set of individual errors.

Which leads to another problem with plaintiff's theory: there are not enough examples. The Seventh Circuit has not adopted "any bright-line rules defining a 'widespread custom or practice.'" *Thomas*, 604 F.3d at 303. But the complained-of conduct must have occurred more than once, if not more than three times. *Id.* ("[T]here is no clear consensus as

to how frequently such conduct must occur to impose *Monell* liability, 'except that it must be more than one instance,' or even three." (quoting *Cosby v. Ward*, 843 F.2d 967, 983 (7th Cir. 1988)). Again, a widespread practice is one "which, although unwritten, is so entrenched and well-known as to carry the force of policy." *Hahn,* 762 F.3d at 640 (quoting *Rice*, 675 F.3d at 675). Three examples, particularly when the individual errors are dissimilar, is not enough. And, at the time of the Robinson shooting, there were only two.

There is another point that plaintiff does not adequately explain. After April 2014, the criminal investigation of an officer-involved shooting was, by state law, conducted by investigators from an outside agency. Thus, although the *internal* investigation proceeded under essentially the same policy as it had previously, in the Robinson case, outside investigators did a criminal investigation first. Thus, in 2015 when Kenny shot Robinson, he could not count on MPD practices to protect him from the results of the DCI criminal investigation.

One final point. Waller's opinions cannot save plaintiff's *Monell* claim. As discussed, the court will not consider Waller's legal conclusions that a practice exists and that it caused Kenny to act as he did. So the court is left to consider Waller's opinions that the Brandon, Heenan, and Robinson investigations "appear to have been highly friendly to the officers." Dkt. 88, at 13. But, as discussed, the fact that the investigations may have suffered from individual officer errors and bias is not sufficient to establish a widespread and well-settled practice.

On the record submitted on summary judgment, no reasonable jury could find that a practice of conducting biased or otherwise flawed internal investigations guaranteed to exonerate officers was widespread and well settled as of March 6, 2015.

b. Deliberate indifference

To survive summary judgment, plaintiff must also adduce evidence sufficient to allow a reasonable jury to find that the City acted with deliberate indifference. In other words, that "a repeated pattern of constitutional violations" made the deficiencies in the systems "plainly obvious to the city policymakers." *Jenkins v. Bartlett*, 487 F.3d 482, 492 (7th Cir. 2007) (quoting *City of Canton*, 489 U.S. at 390 n.10). "A plaintiff must show that municipal policymakers made a 'deliberate choice' among various alternatives and that the injury was caused by the policy." *Frake v. City of Chicago*, 210 F.3d 779, 781 (7th Cir. 2000) (quoting *Pembaur v. City of Cincinnati*, 475 U.S. 469, 483 (1986)). Plaintiff's weak showing on the existence of a widespread practice makes the showing of deliberate indifference particularly difficult, if not impossible.

Plaintiff has not adduced any evidence that MPD officials were aware, or should have been aware, that PSIA lieutenants were making biased decisions during internal investigations to ensure officer exoneration, much less that the internal investigations were causing constitutional violations. Plaintiff has not adduced any evidence of a "repeated pattern of constitutional violations." Nothing about the Brandon and Heenan investigations was so flawed that they were obviously poised to cause constitutional violations. Pointing out errors or imperfections in previous investigations is not enough to show that the City or the MPD was aware of a pattern of constitutional violation. *See Sims v. Mulcahy*, 902 F.2d 524, 544 (7th Cir. 1990) ("Although it is possible that the City could have conducted a more thorough investigation that would have included an interview with Sergeant Jerome Gartner, we are not of the opinion that a City investigation that included interviews with various relevant individuals over a three-month period constitutes the 'deliberate indifference or tacit

authorization of the offensive act,' necessary to establish municipal liability based upon inaction in response to the misconduct of its employees." (footnote omitted) (quoting *Jones v. City of Chicago*, 787 F.2d 200, 205 (7th Cir. 1986))). Plaintiff cannot sustain her burden on this element.

c. Moving force

Plaintiff must also adduce evidence sufficient to allow a reasonable jury to find that biased internal investigations caused Kenny to use deadly force. On the "moving force" prong, plaintiff must adduce evidence of "a direct causal link" between the purported practice and Kenny's conduct. *City of Canton*, 489 U.S. at 385. The practice must have caused or been responsible for Robinson's death. *Thomas*, 604 F.3d at 304. Courts distinguish between acts that *caused* the injury—the "moving force"—and "merely contributing factors." *Id.* at 306.

Again, the Robinson investigation itself is irrelevant here; it cannot have caused Kenny to act as he did. But even assuming that Kenny knew that PSIA lieutenants favored the officers during the investigation of two previous officer-involved shootings, the connection between the practice and Kenny's decision to use deadly force is too attenuated. It is simply too much of a stretch to say that knowledge that PSIA lieutenants favor officers *caused* or was *responsible* for Kenny's use of deadly force on March 6, 2015, such that it was *the* moving force behind his decision to shoot Robinson. Again, Wis. Stat. § 175.47 is important here, because the MPD investigation system underwent a major change in 2014. Post-Brandon and Heenan, the criminal investigation of officer-involved shootings was no longer in the control of the MPD. The MPD could not ensure Kenny's exoneration from criminal liability, no matter how it conducted its internal review.

Plaintiff's only evidence of a causal connection between the purported practice and Kenny's conduct is the fact that it was ostensibly in existence before March 6, 2015. *See* Dkt. 136, at 9 ("Plaintiff's claim is that the Robinson shooting investigation is indicative of the policies at the time of the shooting, and that prior instances illustrate that such a policy was in effect *before* the shooting which creates a causal link."). Waller is no help here: he summarily concludes that the MPD's failure to hold its officers accountable caused Robinson's death. That is a legal conclusion, and the court will not consider it. Even if the jury were persuaded that loose, favorable internal scrutiny might have *contributed* to Kenny's decisions that night, that is not enough to satisfy the causation element.

In sum, no reasonable jury could conclude that the prospect of a biased MPD internal investigation was the moving force behind Kenny's decision to use deadly force against Robinson.

d. Failure to train

As mentioned above, plaintiff offers a second *Monell* theory: the City failed to adequately retrain its officers or otherwise address departures from training following officer-involved shootings. Plaintiff's claim is narrow; plaintiff concedes that the MPD does not have a widespread training problem. Dkt. 136, at 28 ("To be clear: Plaintiff recognizes that the Madison Police Department *does* do a great deal of training and a claim that Madison has some sort of widespread training problem across the Department would likely be frivolous.").

"A municipality will be held liable for the violation of an individual's constitutional rights for failure to train adequately its officers only when the inadequacy in training amounts to deliberate indifference to the rights of the individuals with whom the officers come into contact." *Jenkins*, 487 F.3d at 492. "Only where a failure to train reflects a

'deliberate' or 'conscious' choice by a municipality—a 'policy' as defined by our prior cases—can a city be liable for such a failure under § 1983." *City of Canton*, 489 U.S. at 389. It is not enough to show that the violation "could have been avoided if an officer had had better or more training." *Id.* at 391.

But plaintiff cannot show how the City was deliberately indifferent. Plaintiff never contends that MPD officers did not receive adequate training on any particular issue; plaintiff simply contends that they did not receive targeted training specifically as a result of officer-involved shootings. But the record indicates that MPD officers received ongoing, evolving training in accordance with—and at times exceeding—state standards. Nothing in the record indicates that the MPD deliberately declined to address training deficiencies that were obviously causing otherwise avoidable officer-involved shootings. *See, e.g.*, *Tapia v. City of Greenwood*, 965 F.2d 336, 339 (7th Cir. 1992) ("The evidence established that the police officers received basic training at law enforcement academies and additional training regarding search warrants, and that the City requires officers to adhere to state law in executing warrantless searches. From this evidence, we cannot say that 'the need for enhanced training [was] so obvious, and the inadequacy of training [was] so likely to result in the violation of constitutional rights, that a jury could reasonably attribute to the policymakers a deliberate indifference to those training needs.'" (alterations in original) (quoting *Erwin v. County of Manitowoc*, 872 F.2d 1292, 1298 (7th Cir. 1989)).

Plaintiff has not adduced evidence sufficient to allow a reasonable jury to hold the City responsible for Kenny's actions under *Monell.* The court will grant the City's motion for summary judgment.

ORDER

IT IS ORDERED that:

1. Defendant Matthew Kenny's motion for summary judgment, Dkt. 43, is DENIED.

2. Defendant the City of Madison, Wisconsin's motion for summary judgment, Dkt. 47, is GRANTED.

3. The City of Madison's motion to exclude opinion testimony by Dennis Waller, Dkt. 56, is GRANTED in part.

4. Kenny's motion to exclude expert testimony by Jonathan Arden, Dkt. 58, is DENIED.

5. Kenny's motion to exclude expert testimony by Samuel Marso, Dkt. 59, is DENIED.

6. Kenny's motion to exclude expert testimony by Dennis Waller, Dkt. 60, is GRANTED in part and DENIED in part, consistent with this opinion.

7. Plaintiff the Estate of Tony Robinson, Jr., *ex rel.* personal representative Andrea Irwin's motion to bar the proposed expert testimony of Susan M. Skolly-Danziger, Dkt. 80 and Dkt. 103, is provisionally GRANTED, subject to further consideration at the final pretrial conference.

8. Plaintiff's motion to bar portions of the proposed expert testimony of John G. Peters, Dkt. 81 and Dkt. 104, is GRANTED in part and DENIED in part, consistent with this opinion.

9. Plaintiff's motion to bar certain expert opinions by Vincent Di Maio, Dkt. 114, is GRANTED.

10. Plaintiff's motion to bar expert opinions by Andrew Dennis, Dkt. 115, is GRANTED in part and DENIED in part, consistent with this opinion.

11. Defendants' motion for bifurcation, Dkt. 173, is DENIED as moot.

Entered February 13, 2017.

BY THE COURT:

/s/

_____

JAMES D. PETERSON
District Judge

From: Cindi Estey
To: All Alders
Subject: MGO 5.19 and 5.20
Date: Monday, July 20, 2026 8:19:56 AM

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I am a Madison resident writing about the proposed changes to MGO 5.19 and 5.20. I urge you to vote NO on any changes that reduce the OIPM's operational independence. The OIPM's independence is what makes its findings on racial disparities in policing credible and actionable. I will be watching how you vote August 4.

Cindi Estey
9 Farmington Ct

From: Bill Newman
To: All Alders
Subject: Opposing changes to OIPM ordinances
Date: Monday, July 20, 2026 12:35:15 PM

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I urge you to vote NO on any changes that reduce the OIPM's operational independence. The OIPM's independence is what makes its findings on racial disparities in policing credible and actionable.

I will be watching how you vote August 4.

Sincerely

William Newman
2037 Rutledge St
Madison 53704

From: PranaMaker by Natalia Marie
To: All Alders
Subject: changes to MGO 5.19 and 5.20
Date: Sunday, July 19, 2026 9:04:08 AM

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I am a Madison resident writing about the proposed changes to MGO 5.19 and 5.20. I urge you to vote NO on any changes that reduce the OIPM's operational independence. The OIPM's independence is what makes its findings on racial disparities in policing credible and actionable. I will be watching how you vote August 4.

From: Seals, Holly
To: All Alders
Subject: MGO 5.19 and 5.20
Date: Tuesday, July 21, 2026 2:40:10 PM

Some people who received this message don't often get email from hseals@madisoncollege.edu. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Hello Alders,

I am a Madison resident writing about the proposed changes to MGO 5.19 and 5.20. I urge you to vote NO on any changes that would reduce the Office of the Independent Police Monitor's operational independence.

The OIPM's independence is the only reason its findings on racial disparities in policing have been credible, transparent, and actionable. Weakening that independence—whether through structural changes, reporting requirements, or limitations on authority—would undermine the very purpose of civilian oversight.

On August 4, you are voting on whether Madison continues to have an oversight office capable of acting independently, releasing findings the public can trust, and holding systems accountable in ways internal review cannot.

I urge you to protect that independence and vote NO on any changes that diminish the OIPM's ability to operate freely and effectively. I will be watching how you vote on August 4.

Thank you,

Holly Seals

Get Outlook for Android

From: John Smallwood
To: All Alders
Subject: vote NO on any changes that reduce the OIPM"s operational independence.
Date: Monday, July 20, 2026 10:31:09 AM

Some people who received this message don't often get email from johnosmallwood3@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

I am a Madison resident writing about the proposed changes to MGO 5.19 and 5.20. I urge you to vote NO on any changes that reduce the OIPM's operational independence. The OIPM's independence is what makes its findings on racial disparities in policing credible and actionable. I will be watching how you vote August 4.

From: M Strickland
To: All Alders
Subject: Proposed changes to MGO 5.19 and 5.20
Date: Sunday, July 19, 2026 9:13:20 AM

Some people who received this message don't often get email from mcstrickland1@gmail.com. Learn why this is important

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Dear Madison Alders,

I am a Madison resident of District 15, writing about the proposed changes to MGO 5.19 and 5.20. I urge you to vote NO on any changes that reduce the OIPM's operational independence. The OIPM's independence is what makes its findings on racial disparities in policing credible and actionable.

I will be watching how you vote August 4.

Thank you.

Sincerely,

Matthew C. Strickland

From: Steve Verburg
To: All Alders
Subject: Fwd: Please don't undermine the independence of OIM/PCOB
Date: Tuesday, July 21, 2026 1:50:00 PM

Caution: This email was sent from an external source. Avoid unknown links and attachments.

Members of the Madison Common Council:

Good afternoon.

I am looking forward to the presentation on police oversight at your meeting tonight.

I'm writing to say that I continue to urge you to reject the amendments to MGO 5.19 and 5.20. Instead of undermining the independence of the police oversight office, please begin planning to fully fund the office for next year, if not sooner.

The OIM's report on the death of Richard Lee Johnson should be enough to demonstrate how important it is to have a full funded Independent Police Monitor and Police Civilian Oversight Board.

A fully funded OIM/PCOB is this city's best chance to begin reducing its terrible racist disparities in policing.

Thank you.

Sincerely,

Steve Verburg
Wendy Lane
District 16.

---------- Forwarded message ---------
From: **Steve Verburg** <stverburg@gmail.com>
Date: Mon, Apr 20, 2026 at 5:28 PM
Subject: Please don't undermine the independence of OIM/PCOB
To: allalders@cityofmadison.com <allalders@cityofmadison.com>

Alders:

An independent OIM/PCOB is the best thing the council has ever done to move toward ending MPD's atrocious record of racial discrimination in arrests and citations.

It is also our best chance at providing justice for all people harmed by MPD's routine over-policing.

There is no real evidence to support these proposed amendments.

Rumors and stories don't count.

Please vote against all amendments to Madison General Ordinances 5.19 and 5.20 and instead of threatening the independence of the police oversight office, begin planning to meet the national standard for funding independent oversight.

Fully fund and staff the office and board next year.

And keep it fully independent.

It's the only way to effectively police the police.

Thanks,

Steve Verburg
Wendy Lane
Madison, Wisconsin
607-212-9726

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93791

File ID:	93791	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/01/2026
File Name:	CLAIM: J. Fluhr - Property Damage and Personal Injury - $2000.00			**Final Action:**	

Title: J. Fluhr - Property Damage and Personal Injury - $2,000.00

Notes: EVL007845

Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/07/2026	Referred	Risk Manager		07/28/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/28/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 93791

Title

J. Fluhr - Property Damage and Personal Injury - $2,000.00

Body

Claim received 6/28/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93806

File ID:	93806	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/02/2026
File Name:	CLAIM: QPS Employment - Property Damage - $16,608.00			**Final Action:**	
Title:	QPS Employment - Property Damage - $16,608.00				
Notes:	TMI - METRO CLAIM				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/21/2026	Referred	Risk Manager		07/28/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/28/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 93806

Title

QPS Employment - Property Damage - $16,608.00

Body

Claim received 6/29/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93875

File ID:	93875	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/07/2026
File Name:	CLAIM: K. Converse - Vehicle Damage - $4,632.80			**Final Action:**	
Title:	K. Converse - Vehicle Damage - $4,632.80				
Notes:	EVL007877				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/21/2026	Referred	Risk Manager		07/28/2026	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/28/2026	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER				
	Action Text:	This Claim was RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER					

Text of Legislative File 93875

Title

K. Converse - Vehicle Damage - $4,632.80

Body

Claim received 6/30/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 93979

File ID:	93979	**File Type:**	Resolution	**Status:**	Unfinished Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/13/2026
File Name:	Granting additional Special Vending Approvals under MGO 9.136(1)(k) for additional 2026 Special Events as detailed on the accompanying special event resolution table.			**Final Action:**	

Title: Granting additional Special Vending Approvals under MGO 9.136(1)(k) for additional 2026 Special Events as detailed on the accompanying special event resolution table.

Notes:

Sponsors:	Michael E. Verveer	**Effective Date:**	
Attachments:	2026 SE Resolution - table - additional events.pdf	**Enactment Number:**	
Author:	Kelly Post	**Hearing Date:**	
Entered by:	nmiller@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	07/14/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council (8/4/26)					
1	COMMON COUNCIL	07/21/2026	Refer to a future Meeting to Adopt	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Madison, seconded by Glenn, to Refer to a future Meeting to Adopt to the COMMON COUNCIL. The motion passed by voice vote/other.					
	Notes:	Adopt (8/4/26)					

Text of Legislative File 93979

Fiscal Note

The proposed resolution authorizes Special Vending Approvals for 2026 special events that occur anywhere in the City where an ordinance restricts vending to certain types of food or articles, or only from assigned sites. There are 5 special events requesting special vending approvals with this resolution. For previously approved 2026 Special Vending Approvals, refer to RES-26-00228 (Legistar #92362), adopted on April 24, 2026.

This resolution allows for three exceptions to vending ordinances restrictions.
• Suspension of rules - event sponsor requests suspension of the “homemade/handcrafted” vending rules in the Mall/Concourse area.
• Selection of vendors - authorizes event sponsors to select vendors for the event and requires they obtain a Special Event Vending License
• Invalidation of vending licenses & TEM permits - licensees with assigned sites and TEM permit holders inside the event perimeter cannot operate from the assigned site during the event, unless specifically exempted.
Under MGO 9.13(2)(c), Special Event Vending Licenses are issued for event vendors in the name of the event sponsor. Approval of this resolution will result in $1,600 in City revenue from Special Event Vending Licenses and is included in the 2026 Adopted Parks Division Operating Budget. Other actions authorized in this resolution do not result in a fiscal impact. No additional appropriation is required.

Title

Granting additional Special Vending Approvals under MGO 9.136(1)(k) for additional 2026 Special Events as detailed on the accompanying special event resolution table.

Body

WHEREAS, Section 9.136 of the Madison General Ordinances (“MGO”) and the regulations adopted therein regulate street vending on the State Street Mall/Capitol Concourse, which includes food carts, arts and crafts vendors, sidewalk cafes and merchant vendors (“Street vending”); and Section 9.54 creates permits and sites for the use of tables, expressive vending and mobile vending for certain protected first amendment activities (“TEM permits”); and
WHEREAS, Section 9.136(1)(k) creates procedures to temporarily change the rules for street vending and TEM permits during special events, with permission of the Common Council; and
WHEREAS, Section 9.136(1)(k)1.a. allows street vending licenses and TEM permits to be invalidated within the perimeter of a special event for up to ten (10) times per year in any one location; and
WHEREAS, Section 9.136(1)(k)1.b. authorizes the Common Council to allow the sponsor of a special event to select alternate vendors, salespersons, and vending sites within the event perimeter for the duration of a special event; and
WHEREAS, Section 9.136(1)(k)1.c. allows the Common Council to suspend specifically enumerated vending ordinances and regulations and establish alternate rules during special events, which allows the event organizer to sell food and merchandise otherwise not allowed in the mall/concourse vending area; and
WHEREAS, some or all of the sponsors of the events shown in the attached table request suspension of MGO Sec. 9.136(1)(b) regarding handcrafted, homemade goods and personally prepared foods; and
WHEREAS, some or all of the event sponsors wish to select additional vendors, salespersons and vending sites to sell products during the special events; and
WHEREAS, some event sponsors request invalidation of street vending licensees and TEM permit holder within the perimeter of their event, or relocation of those sites, as indicated on the attached table; and
WHEREAS the event sponsors shall comply with the procedures in sec. 9.136(1)(k)2.c. to provide written notice of proposed rules, regulations, fees for their event and areas affected; and at least one (1) week advance written notice of the Common Council meeting when this Resolution will be considered for adoption to the Street Vending Coordinator, and all licensed street vendors and TEM permit holders within the perimeter of their event; and
WHEREAS, each event will only take place if the sponsor has obtained a Street Use Permit for the setup and conduct of the events which may include conditions regarding location of

vendors, vending equipment, and use of electricity;
NOW, THEREFORE, BE IT RESOLVED that the Common Council finds that the special vending approvals requested in the attached table are necessary to maintain the integrity, comprehensiveness and success of each of the events; and
BE IT FURTHER RESOLVED that the Common Council finds that special conditions exist that warrant the exclusive vending rights for those events that have requested invalidation of other licenses; and
BE IT FURTHER RESOLVED, that the special vending approvals as requested for each of the events as shown in the attached table; including invalidation of vending licenses (if requested), selection of vendors, and suspension of the rules that require handcrafted goods and personally prepared food are APPROVED; and for those events requesting suspension of rules, the Common Council establishes alternate rules for vending as detailed on the accompanying special event resolution table; and
BE IT FINALLY RESOLVED that the approvals granted herein are subject to the event sponsor obtaining a Street Use Permit and any required Special Event Vending License for the event.

2026
SPECIAL EVENT RESOLUTION

EVENT/ORGANIZATION	DATE(S)	LOCATION	NOTES
Ride the Drive City of Madison Parks Division	Sunday, August 9, 2026	Capitol Square, 100-300 King St, 300-500 E Wilson, 600-1000 Williamson St, & 200-300 Ingersoll	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City Mall Food licensed vendors will be relocated outside of the event perimeter unless they are invited to participate in the event and are approved through the vending license. Art & Craft vendors and TEM permits are invalidated within the event perimeter. (Licensed sidewalk & roadway cafes, & merchant vending are exempt.)
Black on State Black on State	Saturday, August 22, 2026	100 State Street	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City licensed street vendors are relocated outside the event perimeter. Food Carts, Art & Craft vendors and TEM permits are invalidated within the event perimeter. (Licensed sidewalk & roadway cafes, & merchant vending are exempt.)
Amazon Prime Concert UW Madison – Wisconsin Union	Saturday, September 5, 2026	700-800 Langdon St, 800 State Street, & 400 Park Street	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City licensed food cart vendors and merchant vendors are not invalidated. Art & Craft vendors and TEM permits are invalidated within the event perimeter.
TBD August and Milwaukee Brewers	Sunday, September 20, 2026	400 State Street	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Art & Craft vendors and TEM permits are invalidated within the event perimeter. (Licensed sidewalk cafes & merchant vendors are exempt.)
Red Bull Chariot Race UW Madison – Wisconsin Union	Saturday, October 17, 2026	700-800 Langdon Street	Suspend vending restrictions and authorize sponsor to select event vendors and performers.

KEY

- Suspension of rules – event sponsor requests suspension of the “homemade/handcrafted” vending rules in the Mall/Concourse area.
- Selection of vendors - authorizes event sponsors to select vendors for the event and requires they obtain a Special Event Vending License.
- Invalidation of vending licenses – street vending licensees and T and E permit holders with assigned sites inside the event perimeter cannot operate from the assigned site during the event, unless specifically exempted, and M permit holders cannot use their M permit inside the event perimeter.

RESOLUTION TIMELINE 2026

- **Common Council Meeting / Special Event Resolution introduction:**
  - Tuesday, July 21, 2026, 6:30pm
  - Hybrid (Virtual or 210 Martin Luther King Jr. Blvd, Room 201)
- **Common Council Meeting / Special Event Resolution adoption:**
  - Tuesday, August 4, 2026, 6:30pm
  - Hybrid (Virtual or 210 Martin Luther King Jr. Blvd, Room 201)

You can find the agendas for these meetings on-line: https://madison.legistar.com/Calendar.aspx

Kelly Post, Parks and Street Use Supervisor
kpost@cityofmadison.com / 608-264-9289

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94182

File ID:	94182	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Airport District Height Landscape Requirements			**Final Action:**	

Title: BY TITLE ONLY: Amending sections of Chapter 28 of the Madison General Ordinances to remove maximum height limits and landscape requirements in the Airport District.

Notes: AirportHeightLandscape

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/28/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission (Public Hearing - 8/31/26), Common Council (9/8/26)

Text of Legislative File 94182

Fiscal Note
Fiscal note pending.
Title
BY TITLE ONLY: Amending sections of Chapter 28 of the Madison General Ordinances to remove maximum height limits and landscape requirements in the Airport District.
Body

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94183

File ID:	94183	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	McDowell Dr Rezoning			**Final Action:**	

Title: Creating Section 28.022-00759 of the Madison General Ordinances to change the zoning of property located at 8302 McDowell Drive at the northeastern corner of Mid Town Road and S Pleasant View Road from Temp. A (Agricultural) District to TR-U2 (Traditional Residential-Urban 2) District, and creating Section 28.022-00760 of the Madison General Ordinances to change the zoning of property located at 8302 McDowell Drive from Temp. A (Agricultural) District to CC-T (Commercial Corridor-Transitional) District. (District 1)

Notes: McDowellDrRZ

Sponsors:	Planning Division	**Effective Date:**	
Attachments:	8302 McDowell Drive.pdf, Zoning Map.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/28/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/31/26), Common Council (9/8/26)

Text of Legislative File 94183

Fiscal Note
No City appropriation required.
Title
Creating Section 28.022-00759 of the Madison General Ordinances to change the zoning of property located at 8302 McDowell Drive at the northeastern corner of Mid Town Road and S Pleasant View Road from Temp. A (Agricultural) District to TR-U2 (Traditional Residential-Urban 2) District, and creating Section 28.022-00760 of the Madison General Ordinances to change the zoning of property located at 8302 McDowell Drive from Temp. A (Agricultural) District to CC-T (Commercial Corridor-Transitional) District. (District 1)
Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 8302 McDowell Drive at the northeastern corner of Mid Town Road and S Pleasant View Road from Temp. A (Agricultural) District to TR-U2 (Traditional Residential-Urban 2) District and CC-T (Commercial Corridor-Transitional) District for the proposed Hawks Nest Subdivision.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00759 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

"28.022-00759. The following described property is hereby rezoned to TR-U2 (Traditional Residential-Urban 2) District.

Part of the NW 1/4 and the SW 1/4 of the SE 1/4 of Section 34, T7N, R8E, City of Madison, Dane County, Wisconsin, more fully described as follows:

Commencing at the South Quarter Corner of said Section 34; thence N89°16'26"E, along the south line of said SE 1/4 of Section 34, a distance of 999.56 feet; thence N00°43'34"W, 33.26 feet; thence N01°27'30"E, 232.69 feet to the Point of Beginning of this description; thence S56°44'02"W, 29.84 feet; thence S71°05'30"W, 108.26 feet; thence N84°05'54"W, 340.18 feet; thence N00°00'00"W, 233.78 feet to a point of curvature; thence 99.00 feet along the arc of a curve to the left having a radius of 300.00 feet and a chord bearing N09°27'15"W, 98.55 feet; thence N18°54'30"W, 60.69 feet; thence S63°46'27"W, 3.56 feet; thence N29°10'28"W, 86.06 feet; thence N00°00'00"W, 87.38 feet; thence N51°22'04"W, 86.40 feet to a point of curvature; thence 89.65 feet along the arc of a curve to the right having a radius of 100.00 feet and a chord bearing S64°18'58"W, 86.68 feet; thence S90°00'00"W, 112.39 feet; thence S00°00'00"W, 209.00 feet; thence S90°00'00"W, 90.10 feet; thence N02°39'51"W, 163.23 feet to a point of curvature; thence 77.61 feet along the arc of a curve to the right having a radius of 1079.00 feet and a chord bearing N00°42'03"W, 77.59 feet; thence N01°26'54"E, 37.11 feet; thence N52°29'36"E, 300.25 feet; thence N56°09'28"E, 289.01 feet; thence N68°54'21"E, 649.82 feet; thence N18°25'47"E, 358.34 feet; thence N73°22'22"E, 64.13 feet; thence S01°25'19"W, 1403.88 feet; thence S89°16'59"W, 318.24 feet; thence S01°27'30"W, 146.57 feet to the Point of Beginning. Said described area contains 1,015,374 square feet or 23.3098 acres."

2. Map Amendment 00760 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

"28.022-00760. The following described property is hereby rezoned to CC-T (Commercial Corridor-Transitional) District.

Part of the NW 1/4 and the SW 1/4 of the SE 1/4 of Section 34, T7N, R8E, City of Madison, Dane County, Wisconsin, more fully described as follows:

Commencing at the South Quarter Corner of said Section 34; thence N89°16'26"E, along the south line of said southeast quarter of Section 34, a distance of 999.56 feet; thence N00°43'34"W, 33.26 feet to the Point of Beginning of this description; thence N86°53'09"W, 108.60 feet; thence N84°05'54"W, 217.22 feet; thence N76°54'51"W, 177.24 feet; thence N84°03'11"W, 75.77 feet to a point of curvature; thence 222.76 feet along the arc of a curve to the left having a radius of 1165.00 feet and a chord bearing N89°33'46"W, 222.42 feet; thence

S84°52’30”W, 41.61 feet; thence N40°13’58”W, 92.03 feet to a point of curvature; thence 115.99 feet along the arc of a curve to the left having a radius of 1233.00 feet and a chord bearing N04°09’49”E, 115.94 feet; thence N01°28’13”E, 139.80 feet to a point of curvature; thence 83.11 feet along the arc of a curve to the left having a radius of 1154.00 feet and a chord bearing N00°39’03”W, 83.09 feet; thence N02°39’51”W, 90.04 feet; thence N90°00’00”E, 90.10 feet; thence N00°00’00”E, 209.00 feet; thence N90°00’00”E, 112.39 feet to a point of curvature; thence 89.65 feet along the arc of a curve to the left having a radius of 100.00 feet and a chord bearing N64°18’58”E, 86.68 feet; thence S51°22’04”E, 86.40 feet; thence S00°00’00”E, 87.38 feet; thence S29°10’28”E, 86.06 feet; thence N63°46’27”E, 3.56 feet; thence S18°54’30”E, 60.69 feet to a point of curvature; thence 99.00 feet along the arc of a curve to the right having a radius of 300.00 feet and a chord bearing S09°27’15”E, 98.55 feet; thence S00°00’00”E, 233.78 feet; thence S84°05’54”E, 340.18 feet; thence N71°05’30”E, 108.26 feet; thence N56°44’02”E, 29.84 feet; thence S01°27’30”W, 232.69 feet to the Point of Beginning. Said described area contains 350,625 square feet or 8.0492 acres.”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

FROM: Tim Parks, Planning Division

Amendment: X
Repeal: _____
Creation: _____

Please draft the following ordinance:

X This ordinance exempt from the provisions of Section 2.05(6).

_____ The signature of the Mayor or the Alder who will sponsor this ordinance is provided below.

See Attachment(s): ____

Date to be Presented: 4 August 2026

Referral(s): Plan Commission: 31 August 2026; Common Council: 8 September 2026

Fiscal Note: No Fiscal Impact

Sponsor(s): Planning Division

When completed:

Send DRAFT to: Tim Parks (original will be held until otherwise notified)

Send copy to: _____

Note: Unless otherwise indicated, this ordinance will be submitted directly to Common Council.

If request is to rezone property, the following additional information must be furnished before the ordinance can be drafted:

Rezone following property:

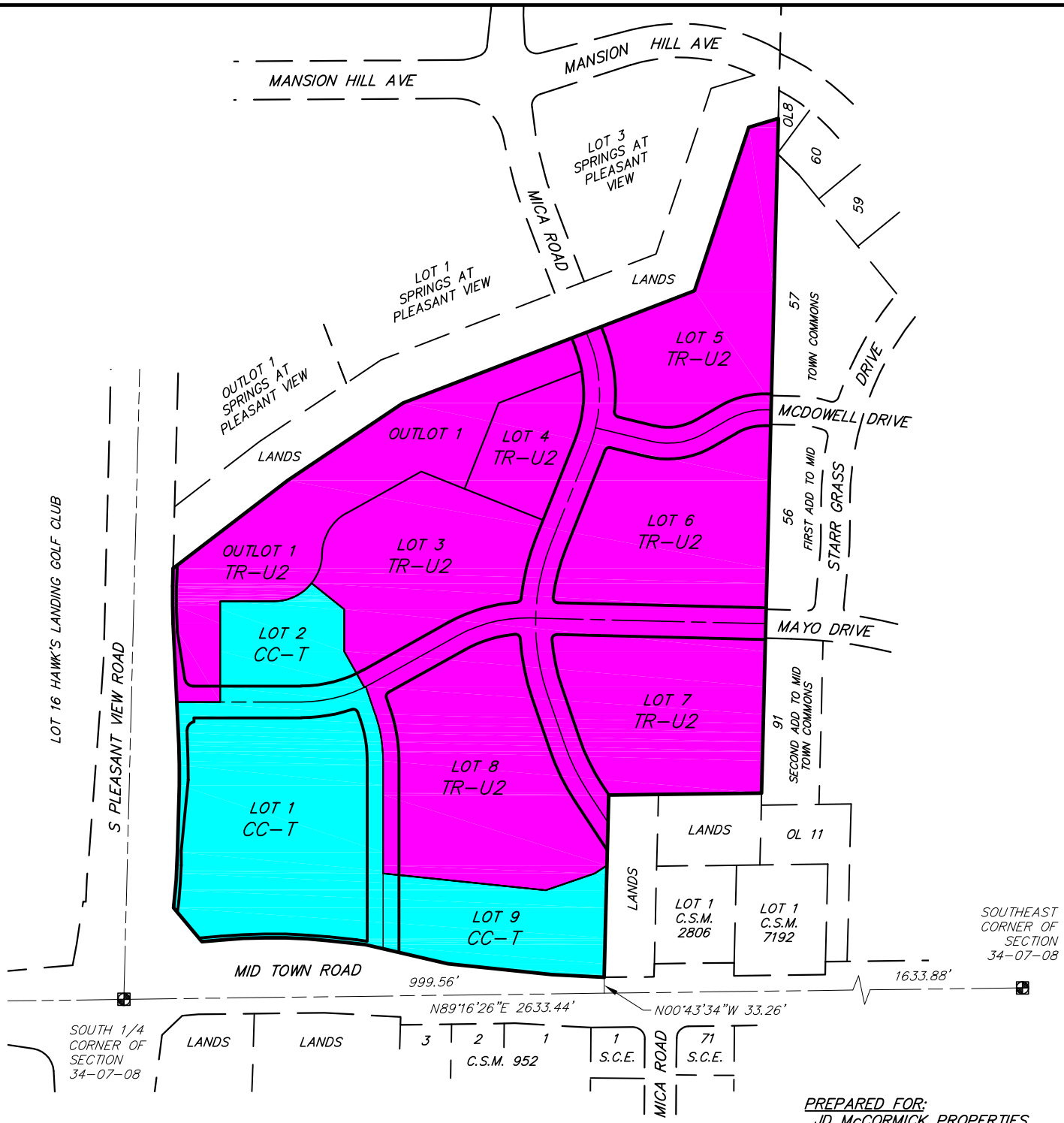
Address 8302 McDowell Drive Alder District 1

From Temp. A District To TR-U2 and CC-T District

Proposed Use: Rezone property for the proposed Hawks Nest subdivision in the northeastern quadrant of Mid Town Road and S Pleasant View Road (CTH M)

By Direction Of: _____ Date: 28 July 2026

Meagan Tuttle, Director Planning Division



PREPARED FOR:
JD McCORMICK PROPERTIES
101 N MILLS STREET
SUITE 206
MADISON, WI 53715

PREPARED BY:
VIERBICHER ASSOCIATES, INC.
BY: MICHAEL J. ZIEHR
525 JUNCTION ROAD,
SUITE 7000
MADISON, WI 53717
(608)-821-3962
mzie@vierbicher.com

25 Jun 2026 - 9:48p M:\JD McCormick LLC\240226_Midtown Road\CADD\240226 - Zoning Exhibit.dwg by: mzie

vierbicher
advisors / engineers / surveyors

ZONING MAP
MID TOWN ROAD DEVELOPMENT
CITY OF MADISON, DANE COUNTY, WI

SCALE	1"=300'
CHECKED	MZIE
DRAFTER	MZIE
DATE	06/29/2026
JOB NO.	240226

SHEET 1 OF 1

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94184

File ID:	94184	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Wisconsin Place Rezoning			**Final Action:**	

Title: Creating Section 28.022-00757 of the Madison General Ordinances to change the zoning of property located at 1001 Wisconsin Place from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00758 to approve a Specific Implementation Plan. (District 2)

Notes: WisconsinPlRZ

Sponsors:	Planning Division	**Effective Date:**	
Attachments:	1001 Wisconsin Place.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/28/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/31/26), Common Council (9/8/26)

Text of Legislative File 94184

Fiscal Note
No City appropriation required.

Title
Creating Section 28.022-00757 of the Madison General Ordinances to change the zoning of property located at 1001 Wisconsin Place from PD (Planned Development) District to Amended PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00758 to approve a Specific Implementation Plan. (District 2)

Body
DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 1001 Wisconsin Place from PD (Planned Development) District to Amended PD (Planned Development) District, approves a General Development Plan and a Specific Implementation Plan to construct a restaurant/bar with outdoor eating area on the 15th floor, add canopies to

the outdoor eating areas on the 1st and 7th floors, and reconfigure space under the 5th floor plaza to create a concession stand/bar.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00757 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00757. The following described property is hereby rezoned to Amended PD (Planned Development) District.

Lot 1, Certified Survey Map 13401, City of Madison, Dane County, Wisconsin. Said described area contains 66,690 square feet (1.53 acres), more or less.”

2. WHEREAS, a Planned Development District Specific Implementation Plan has been duly filed for approval of the Madison Common Council and is hereby made an integral component of the zoning district regulations.

NOW, THEREFORE, the Common Council of the City of Madison do ordain as follows:

Map Amendment 00758 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00758. A Planned Development District Specific Implementation Plan is hereby approved for the following described property:

Lot 1, Certified Survey Map 13401, City of Madison, Dane County, Wisconsin. Said described area contains 66,690 square feet (1.53 acres), more or less.”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

FROM: Tim Parks, Planning Division

Amendment: X
Repeal: _____
Creation: _____

Please draft the following ordinance:

X This ordinance exempt from the provisions of Section 2.05(6).

_____ The signature of the Mayor or the Alder who will sponsor this ordinance is provided below.

See Attachment(s): ____

Date to be Presented: 4 August 2026

Referral(s): Plan Commission: 31 August 2026; Common Council: 8 September 2026

Fiscal Note: No Fiscal Impact

Sponsor(s): Planning Division

When completed:

Send DRAFT to: Tim Parks (original will be held until otherwise notified)

Send copy to: _____

Note: Unless otherwise indicated, this ordinance will be submitted directly to Common Council.

If request is to rezone property, the following additional information must be furnished before the ordinance can be drafted:

Rezone following property:

Address 1001 Wisconsin Place Alder District 2

From PD District To Amended PD(GDP-SIP) District

Proposed Use: Amend General Development Plan for the Edgewater Hotel and approve a Specific Implementation Plan to construct a restaurant/ bar with outdoor eating area on the 15th Floor, add canopies to the outdoor eating areas for the restaurants on the 1st and 7th Floors, and reconfigure space under the 5th Floor plaza to create a concession stand/ bar

By Direction Of: _____ Date: 28 July 2026

Meagan Tuttle, Director Planning Division

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94201

File ID:	94201	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2026
File Name:	Revisor's Ordinance August 2026			**Final Action:**	

Title: Amending various sections of the Madison General Ordinances to correct inconsistencies and improper references in the Madison General Ordinances, constituting a 2026 City Attorney Revisor's Ordinance.

Notes: RevOrdAug2026

Sponsors:	CITY ATTORNEY	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Michael Haas	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/29/2026	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Common Council Executive Committee (9/22/26), Common Council (9/22/26)

Text of Legislative File 94201

Fiscal Note
Fiscal Note Pending.
Title
Amending various sections of the Madison General Ordinances to correct inconsistencies and improper references in the Madison General Ordinances, constituting a 2026 City Attorney Revisor's Ordinance.
Body
DRAFTER'S ANALYSIS: This City Attorney Revisor's Ordinance corrects certain parts of the Madison General Ordinances (MGO), the City's code of ordinances.

The proposed changes in this ordinance are as follows:

- Section 3.20(2)(k) is amended to correct a command system title.
- Section 3.32(12)(a)1 is amended to correct a grammatical error.

- Section 3.33 is amended to correct a reference to Wisconsin State Statute.
- Section 3.71 is amended to update the Wisconsin State Statutes relating to Open Meetings of Governmental Bodies.
- Section 3.71(4) is amended to correct a reference to Wisconsin State Statute.
- Section 12.87(2)(h) is amended to correct a grammatical error.
- Section 33.32(2)(a) is amended to correct membership of the Joint Campus Area Committee.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (k) of Subsection (2) entitled “Definitions” of Section 3.20 entitled “Emergency Management” of the Madison General Ordinances is amended as follows:

> “(k) "National incident ~~command~~ management system" (NIMS) is a national approach to an incident command system providing an integrated system with uniform processes, protocols and procedures for emergency response at every level of government.”

2. Paragraph 1 of Subdivision (a) entitled “Death in Immediate Family” of Subsection (12) entitled “Death in Employee’s Family or Otherwise” of Section 3.32 entitled “Absence of Employees from Duty” of the Madison General Ordinances is amended as follows:

> “1. Where there is a death in the immediate family of an employee such City employee including crossing guard employees, shall be eligible, in accordance with the terms of this subsection, for leave without loss of pay. Employees shall be granted up to three (3) days without loss of pay and without charge to accrued sick leave or vacation of the employee. Such leave must be used within two (2) weeks of the death, memorial service, and/or funeral service which is the basis for the leave. Authorization for exceptions to this requirement can be obtained through the Human Resources Director. The leave provided under this provision is not to be considered as vacation or holiday leave but leave provided for reasons related to the death of a close relative.~~.~~”

3. Section 3.33 entitled “Trainee Program” of the Madison General Ordinances is amended as follows:

“The Personnel Board may establish an in-service trainee program designed to give rigorous training in the various classes of positions in the City classified service. Each appointment shall be for such period of time and subject to such qualification as shall be determined by the Human Resources Director with the consent of the appointing authority. Trainees hereafter appointed pursuant hereto shall not have civil service status but shall be eligible to pension rights under the provisions of the ~~Wisconsin Retirement Fund, Chapter 41~~ Public Employee Trust Fund, Chapter 40, Wisconsin Statutes, and other fringe benefits provided by the general ordinances and civil service rules of the City of Madison. Permanent employees who shall be appointed as trainees hereunder shall retain their permanent civil service status. Trainees appointed hereunder shall be paid while undergoing training in accordance with the provisions of the salary schedule currently in force.”

4. Subsection (1) entitled “Council Findings” of Section 3.71 entitled “Open Meetings of Municipal Bodies” of the Madison General Ordinances is amended as follows:

(1) Council Findings. Subchapter ~~IV~~ V of Ch. 19 of the Wisconsin Statutes, quoted hereinafter, sets forth the public policy of the State of Wisconsin with reference to open meetings of governmental bodies. Such statutes read as follows:

“19.81 Declaration of Policy.

(1) In recognition of the fact that a representative government of the American type is dependent upon an informed electorate, it is declared to be the policy of this state that the public is entitled to the fullest and most complete information regarding the affairs of government as is compatible with the conduct of governmental business.

(2) To implement and ensure the public policy herein expressed, all meetings of all state and local governmental bodies shall be publicly held in places reasonably accessible to members of the public and shall be open to all citizens at all times unless otherwise expressly provided by law.

(3) In conformance with article IV, section 10 of the constitution, which states that the doors of each house shall remain open, except when the public welfare requires secrecy, it is declared to be the intent of the legislature to comply to the fullest extent with this subchapter.

(4) This subchapter shall be liberally construed to achieve the purposes set forth in this section, and the rule that penal statutes must be strictly construed shall be limited to the enforcement of forfeitures and shall not otherwise apply to actions brought under this subchapter or to interpretations thereof.

“19.82 Definitions. As used in this subchapter:

(1) 'Governmental body' means a state or local agency, board, commission, committee, council, department or public body corporate and politic created by constitution, statute, ordinance, rule or order; a governmental or ~~quasigovernmental corporation~~ quasi-governmental corporation except for the Bradley center sports and entertainment corporation; a local exposition district under subch. II of ch. 229; or a formally constituted subunit of any of the foregoing, but excludes any such body or committee or subunit of such body which is formed for or meeting for the purpose of collective bargaining under subch. IV or V of ch. 111.

(2) 'Meeting' means the convening of members of a governmental body for the purpose of exercising the responsibilities, authority, power or duties delegated to or vested in the body. If one-half or more of the members of a governmental body are present, the meeting is rebuttably presumed to be for the purpose of exercising the responsibilities, authority, power or duties delegated to or vested in the body. The term does not include any social or chance gathering or conference which is not intended to avoid this subchapter, any gathering of the members of a town board for the purpose specified in s. 60.50 (6), any gathering of the commissioners of a town sanitary district for the purpose specified in s. 60.77 (5) (k), or any gathering of the members of a drainage board created under s. 88.16, 1991 stats., or under s. 88.17, for a purpose specified in s. 88.065 (5) (a).

(3) 'Open session' means a meeting which is held in a place reasonably

accessible to members of the public, and open to all citizens at all times. In the case of a state governmental body, it means a meeting which is held in a building and room thereof which enables access by persons with functional limitations, as defined in s. 101.13(1).

"19.83 Meetings of governmental bodies.

(1) Every meeting of a governmental body shall be preceded by public notice as provided in s. 19.84, and shall be held in open session. At any meeting of a governmental body, all discussion shall be held and all action of any kind, formal or informal, shall be initiated, deliberated upon and acted upon only in open session except as provided in s. 19.85.

(2) During a period of public comment under s. 19.84(2), a governmental body may discuss any matter raised by the public.

"19.84 Public notice.

(1) Public notice of all meetings of a governmental body shall be given in the following manner:

(a) As required by any other statutes; and

(b) By communication from the chief presiding officer of a governmental body or such person's designee to the public, to those news media who have filed a written request for such notice, and to the official newspaper designated under ss. 985.04, 985.05 and 985.06 or, if none exists, to a news medium likely to give notice in the area. Communication from the chief presiding officer of a governmental body or such person's designee shall be made to the public using one of the following methods:

1. Posting a notice in at least 3 public places likely to give notice to persons affected.

2. Posting a notice in at least one public place likely to give notice to persons affected and placing a notice electronically on the governmental body's Internet site.

3. By paid publication in a news medium likely to give notice to persons affected.

(2) Every public notice of a meeting of a governmental body shall set forth the time, date, place and subject matter of the meeting, including that intended for consideration at any contemplated closed session, in such form as is reasonably likely to apprise members of the public and the news media thereof. The public notice of a meeting of a governmental body may provide for a period of public comment, during which the body may receive information from members of the public.

(3) Public notice of every meeting of a governmental body shall be given at least 24 hours prior to the commencement of such meeting unless for good cause such notice is impossible or impractical, in which case shorter notice may be given, but in no case may the notice be provided less than 2 hours in advance of the meeting.

(4) Separate public notice shall be given for each meeting of a governmental body at a time and date reasonably proximate to the time and date of the meeting.

(5) Departments and their subunits in any ~~university~~ University of Wisconsin ~~system~~ System institution or campus are exempt from the requirements of subs. (1) to (4) but shall provide meeting notice which is reasonably likely to apprise interested persons, and news media who have filed written requests for such notice.

(6) Notwithstanding the requirements of s. 19.83 and the requirements of

this section, a governmental body which is a formally constituted subunit of a parent governmental body may conduct a meeting without public notice as required by this section during a lawful meeting of the parent governmental body, during a recess in such meeting or immediately after such meeting for the purpose of discussing or acting upon a matter which was the subject of that meeting of the parent governmental body. The presiding officer of the parent governmental body shall publicly announce the time, place and subject matter of the meeting of the subunit in advance at the meeting of the parent body.

"19.85 Exemptions.

(1) Any meeting of a governmental body, upon motion duly made and carried, may be convened in closed session under one or more of the exemptions provided in this section. The motion shall be carried by a majority vote in such manner that the vote of each member is ascertained and recorded in the minutes. No motion to convene in closed session may be adopted unless the chief presiding officer announces to those present at the meeting at which such motion is made, the nature of the business to be considered at such closed session, and the specific exemption or exemptions under this subsection by which such closed session is claimed to be authorized. Such announcement shall become part of the record of the meeting. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session. A closed session may be held for any of the following purposes:

(a) Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held.

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(d) ~~Considering~~ Except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention.

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

(ee) Deliberating by the council on unemployment insurance in a meeting at which all employer members of the council or all employee members of the council are excluded.

(eg) Deliberating by the council on worker's compensation in a meeting at which all employer members of the council or all employee members of the council are excluded.

(em) Deliberating under s. 157.70 if the location of a burial site, as defined in s. 157.70 (1) (b), is a subject of the deliberation and if discussing the location in public would be likely to result in disturbance of the burial site.

(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

(h) Consideration of requests for confidential written advice from the ~~ethics board~~ elections commission under s. 5.05 (6a) or the ethics commission under s. 19.46(2), or from any county or municipal ethics board under s. 19.59(5).

(2) No governmental body may commence a meeting, subsequently convene in closed session and thereafter reconvene again in open session within 12 hours after completion of the closed session, unless public notice of such subsequent open session was given at the same time and in the same manner as the public notice of the meeting convened prior to the closed session.

(3) Nothing in this subchapter shall be construed to authorize a governmental body to consider at a meeting in closed session the final ratification or approval of a collective bargaining agreement under subch. IV or V of ch. 111 which has been negotiated by such body or on its behalf.

"19.851 Closed sessions by ethics or elections commission.

(1) Prior to convening under this section or under s. 19.85 (1), the ethics commission and the elections commission shall vote to convene in closed session in the manner provided in s. 19.85 (1). The ethics commission shall identify the specific reason or reasons under sub. (2) and s. 19.85 (1) (a) to (h) for convening in closed session. The elections commission shall identify the specific reason or reasons under s. 19.85 (1) (a) to (h) for convening in closed session. No business may be conducted by the ethics commission or the elections commission at any closed session under this section except that which relates to the purposes of the session as authorized in this section or as authorized in s. 19.85 (1).

(2) The commission shall hold each meeting of the commission for the purpose of deliberating concerning an investigation of any violation of the law under the jurisdiction of the commission in closed session under this section.

(3) The commission shall convene in closed session for any of the following purposes:

(a) To consider whether there is a reasonable suspicion or probable cause to believe that a violation of the law occurred or is occurring based on a complaint and, if received, a response to that complaint.

(b) To receive reports concerning audit findings and consider whether there is a reasonable suspicion or probable cause to believe that a violation of the law occurred or is occurring.

"19.86 Notice of collective bargaining negotiations. Notwithstanding s. 19.82(1), where notice has been given by either party to a collective bargaining agreement under subch. IV or V of ch. 111 to reopen such agreement at its expiration date, the employer shall give notice of such contract reopening as provided in s. 19.84(1) (b). If the employer is not a governmental body, notice shall be given by the employer's chief officer or such person's designee.

"19.87 Legislative meetings. This subchapter shall apply to all meetings of the senate and assembly and the committees, subcommittees and other subunits thereof, except that:

(1) Section 19.84 shall not apply to any meeting of the legislature or a subunit thereof called solely for the purpose of scheduling business before the legislative body; or adopting resolutions of which the sole purpose is scheduling business before the senate or the assembly.

(2) No provision of this subchapter which conflicts with a rule of the senate or assembly or joint rule of the legislature shall apply to a meeting conducted in compliance with such rule.

(3) No provision of this subchapter shall apply to any partisan caucus of the senate or any partisan caucus of the assembly, except as provided by legislative rule.

(4) Meetings of the senate or assembly committee on organization under ~~s. 71.11(44)(c)3 or 77.61(5)(b)3~~ s. 71.78 (4) (c) or 77.61 (5) (b) 3. shall be closed to the public.

"19.88 Ballots, votes and records.

(1) Unless otherwise specifically provided by statute, no secret ballot may be utilized to determine any election or other decision of a governmental body except the election of the officers of such body in any meeting.

(2) Except as provided in Sub.(1) in the case of officers, any member of a governmental body may require that a vote be taken at any meeting in such manner that the vote of each member is ascertained and recorded.

(3) The motions and roll call votes of each meeting of a governmental body shall be recorded, preserved and open to public inspection to the extent prescribed in s. 19.21.

"19.89 Exclusion of members. No duly elected or appointed member of a governmental body may be excluded from any meeting of such body. Unless the rules of a governmental body provide to the contrary, no member of the body may be excluded from any meeting of a subunit of that governmental body.

"19.90 Use of Equipment in Open Session. Whenever a governmental body holds a meeting in open session, the body shall make a reasonable effort to accommodate any person desiring to record, film or photograph the meeting. This section does not permit recording, filming or photographing such a meeting in a manner that interferes with the conduct of the meeting or the rights of the participants.

"19.96 Penalty. Any member of a governmental body who knowingly attends a meeting

of such body held in violation of this subchapter, or who, in his or her official capacity, otherwise violates this subchapter by some act or omission shall forfeit without reimbursement not less than $25 nor more than $300 for each such violation. No member of a governmental body is liable under this subchapter on account of his or her attendance at a meeting held in violation of this subchapter if he or she makes or votes in favor of a motion to prevent the violation from occurring, or if, before the violation occurs, his or her votes on all relevant motions were inconsistent with all those circumstances which cause the violation.

"19.97 Enforcement.

(1) This subchapter shall be enforced in the name and on behalf of the state by the attorney general or, upon the verified complaint of any person, by the district attorney of any county wherein a violation may occur. In actions brought by the attorney general, the court shall award any forfeiture recovered together with reasonable costs to the state; and in actions brought by the district attorney, the court shall award any forfeiture recovered together with reasonable costs to the county.

(2) In addition and supplementary to the remedy provided in s. 19.96, the attorney general or the district attorney may commence an action, separately or in conjunction with an action brought under s. 19.96, to obtain such other legal or equitable relief, including but not limited to ~~a writ of~~ mandamus, ~~an~~ injunction or ~~a~~ declaratory judgment, as may be appropriate under the circumstances.

(3) Any action taken at a meeting of a governmental body held in violation of this subchapter is voidable, upon action brought by the attorney general or the district attorney of the county wherein the violation occurred. However, any judgment declaring such action void shall not be entered unless the court finds, under the facts of the particular case, that the public interest in the enforcement of this subchapter outweighs any public interest which there may be in sustaining the validity of the action taken.

(4) If the district attorney refuses or otherwise fails to commence an action to enforce this subchapter within 20 days after receiving a verified complaint, the person making such complaint may bring an action under subs. (1) to (3) on his or her relation in the name, and on behalf, of the state. In such actions, the court may award actual and necessary costs of prosecution, including reasonable attorney fees to the realtor if he or she prevails, but any forfeiture recovered shall be paid to the state.

(5) Sections 893.80 and 893.82 do not apply to actions commenced under this section.

"19.98 Interpretation by attorney general. Any person may request advice from the attorney general as to the applicability of this subchapter under any circumstances.""

5. Subsection (4) entitled "Compliance with Open Meeting Law" of Section 3.71 entitled "Open Meetings of Municipal Bodies" of the Madison General Ordinances is amended as follows:

"(4) Compliance with Open Meeting Law. All of the provisions of Subchapter ~~IV~~ V of Ch. 19, Wis. Stats., including the exceptions, shall be observed by all boards, committees, subcommittees, commissions and authorities of the City of Madison. Any member of such a governmental body who violates the provisions of that law as set forth in Sec.

19.96 thereof shall be subject to a forfeiture of not less than twenty-five dollars ($25) nor more than three hundred dollars ($300) for each such violation."

6. Subdivision (h) of Subsection (2) entitled "Parades and Processions" of Section 12.87 entitled "Parades, Processions and Carnival Equipment" of the Madison General Ordinances is amended as follows:

"(h) The application ~~maybe~~ may be denied:

1. If it is for a parade that is to be held on a work day during hours when and at places where, in addition to the proposed parade, the flow of vehicular and pedestrian traffic is usually delayed by its own volume; or
2. If it is for a parade that is to be held between the hours of 10:00 p.m. and 6:00 a.m.
3. If sufficient parade marshals are not provided as to reasonably assure the orderly conduct of the parade."

7. Subdivision (a) of Subsection (2) entitled "Composition" of Section 33.32 entitled "Joint Campus Area Committee" of the Madison General Ordinances is amended as follows:

"(a) The following members shall be appointed by the City of Madison: Common Council members representing Districts 4, 5, and 8 as voting members, and Districts 2 and 13 as non-voting members; one (1) resident representative each from the Greenbush, Vilas, and Regent neighborhood associations; one (1) resident representative from Capitol Neighborhoods; ~~one (1) member of the Campus Area Neighborhood Association;~~ one (1) member of the Plan Commission; and one (1) member of the Transportation Commission. The Plan Commission member, Transportation Commission, and each neighborhood resident representative shall be appointed by the Mayor subject to confirmation by the Common Council."

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94088

File ID:	94088	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/20/2026
File Name:				**Final Action:**	

Title: Authorizing ongoing noncompetitive purchases over $75,000 from Metropolitan Unified Fiber Network Consortium, Unincorporated Association (MUFN-C) or its members.

Notes:

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	Non-Competitive Selection Request - Metropolitan Unified Fiber Network Consortium (MUFN).pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	alythjohan@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Information Technology	07/20/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Common Council (9/8/26)

Text of Legislative File 94088

Fiscal Note

The proposed resolution authorizes ongoing, non-competitive purchases over $75,000 by the City of Madison from MUFN-C. The purpose of the non-competitive selection for purchases over $75,000 is to allow for flexibility in the planning and development of the City's fiber network through collaborative fiber builds with MUFN-C and its members. Total purchases under this agreement will not exceed $250,000 per year for 5 years (through December 31, 2031).

An example of the type of project that will fall under this agreement is happening this year. The Northside Fiber Ring is being built out by MUFN-C, and it will benefit the City of Madison and the Water Utility. As such, the Water Utility will contribute $90,000 to the project from the Water Utility Facility Improvements capital program (#10440), and IT will contribute $90,000 from the Fiber Network capital program (#17404).

Future fiber projects that the City may benefit from and therefore need to contribute to will be included in future agency capital budgets. No additional appropriation is required.

Title

Authorizing ongoing noncompetitive purchases over $75,000 from Metropolitan Unified Fiber Network Consortium, Unincorporated Association (MUFN-C) or its members.

Body

WHEREAS, the Metropolitan Unified Fiber Network Consortium, Unincorporated Association (MUFN-C) is a local collaborative fiber-optic network serving education, health, government, libraries, non-profit, and other anchor institutions in the Dane County Area by providing middle-mile fiber infrastructure which unifies and augments existing telecom resources to facilitate enhanced Internet, point-to-point connectivity, and application sharing; and

WHEREAS, under the MUFN-C Articles of Association, the City of Madison is one of the initial flagship member organizations of MUFN-C and as such, has an appointed standing seat on the MUFN-C Oversight Committee. MUFN-C members financially collaborate on fiber builds to reduce costs for members and to increase fiber expansion on the MUFN network; and

WHEREAS, under RES-13-00042 (Legistar File No. 28545), which resolution authorized the City to enter into the MUFN-C Articles of Association, the Council authorized the City to "enter into fiber lease and other agreements with MUFN-C or any of its members for use of City fiber or other services consistent with the purpose of the Association"; and

WHEREAS, the City does work with MUFN-C and its members on collaborative fiber builds, which projects provide benefits to the City, MUFN-C and its members in a cost effective and efficient manner by connecting City facilities and services including public safety, transportation and water infrastructure; and

WHEREAS, MGO 4.26(2) requires goods to be purchased using a competitive process approved by the Finance Director, and under the Finance Director's Purchasing Guidelines, Common Council approval is required to purchase goods or services of $75,000 or more without a competitive (RFP) process; and

WHEREAS, to allow for flexibility in the planning and development of the City's fiber network by allowing collaborative fiber builds with MUFN-C and its members which may exceed $75,000 in costs to the City and will not exceed $250,000 per year, in combination with the approval previously provided by RES-13-00042, it is necessary for the Council to authorize such non-competitive expenditures, subject to budget authority and will be good for five years, ending on December 31, 2031; and

NOW, THEREFORE, BE IT RESOLVED, that that the Common Council hereby authorizes ongoing, collaborative builds with MUFN-C and its members under the MUFN-C Articles of Association, as previously authorized by RES-13-00042, for up to $250,000 per year through December 31, 2031, without a competitive bidding process.

BE IT FURTHER RESOLVED, that the Finance Director or designee is authorized to execute contracts with MUFN-C and its members for these purposes, subject to budgetary authorization and in a form approved by the City Attorney.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94088

Finance Department
Purchasing Services
David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA
Budget & Program Evaluation Manager
Christine Koh
Internal Audit & Grants Manager
Kolawole Akintola
Risk Manager
Eric Veum
Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number
N/A

Fund
1400 CAPITAL PROJECT

Major
548** Grants/Loans/Insurance/Other Services
53*** Supplies/Goods

Agency
Information Technology

Total Purchase Amount
$ 180,000.00

Vendor Name
Metropolitan Unified Fiber Network Consortium (MUFN)

Product/Service Description
Fiber network install around the City to support City services.

Exception Criteria
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.

Reason For Request
The Metropolitan Unified Fiber Network Consortium, Unincorporated Association (MUFN-C) is a local collaborative fiber-optic network serving education, health, government, libraries, non-profit, and other anchor institutions in the Dane County Area by providing middle-mile fiber infrastructure which unifies and augments existing telecom resources to facilitate enhanced Internet, point-to-point connectivity, and application sharing. Under the MUFN-C Articles of Association, the City of Madison is one of the initial flagship member organizations of MUFN-C and as such, has an appointed standing seat on the MUFN-C Oversight Committee. MUFN-C members financially collaborate on fiber builds to reduce costs for members and to increase fiber expansion on the MUFN network. The project slated for 2026 is one that could cost the City upwards of $500,000 alone, however, in collaboration with MUFN, the City will pay

$180,000 for 2026.

This non-compete is for more than just this project as stated in the resolution.

Requestor
Lythjohan, Amanda

Comments
The City of Madison has paid the Metropolitan Unified Fiber Network Consortium a total of $5,443.75 since 2023 through three small purchases, under the threshold requiring competitive selection.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94133

File ID:	94133	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/23/2026
File Name:	Landmarks Nomination-3706 Nakoma Rd			**Final Action:**	

Title: Approving an amendment to a landmark nomination of the property located at 3706 Nakoma Road, known as the Old Spring Tavern (District 10).

Notes:

Sponsors:	Planning Division	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jcleveland@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/23/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Landmarks Commission (8/24/26), Common Council (9/8/26)

Text of Legislative File 94133

Fiscal Note
No City appropriation is required with the approval of this landmark designation.

Title
Approving an amendment to a landmark nomination of the property located at 3706 Nakoma Road, known as the Old Spring Tavern (District 10).
Body
WHEREAS, a landmark nomination amendment of the property located at 3706 Nakoma Road, City of Madison, Dane County, Wisconsin has been duly filed for review by the Landmarks Commission and approval by the Common Council, as provided for in Section 41.07 of Madison General Ordinances; and

WHEREAS, Chapter 62, Wisconsin Statutes requires that the City must hold a public hearing to designate a landmark, which the City fulfills with public hearings at the Landmarks Commission and Common Council.

NOW, THEREFORE BE IT RESOLVED, that the Old Spring Tavern is significant for its association with the early American settlement when it operated as a stagecoach inn and tavern, and for its distinctive architecture; and that said landmark nomination is hereby approved by the Madison Common Council; and

BE IT FURTHER RESOLVED, that the City Clerk of the City of Madison is hereby authorized to record the designation with the Dane County Register of Deeds; and

BE IT FURTHER RESOLVED, that the City Clerk shall notify the Building Inspector and the City Assessor of this landmark designation; and

BE IT FURTHER RESOLVED, that following adoption of this resolution, the Landmarks Commission shall affix a plaque identifying the property as a landmark to the landmark or landmark site consistent with the requirements in Section 41.07(8), Madison General Ordinances.

BE IT FINALLY RESOLVED, that Madison is the site of long-term human habitation, and is located on Indigenous land, which is the Ho-Chunk Nation ancestral homeland.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94134

File ID:	94134	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/23/2026
File Name:	Landmark Nomination-619 W Mifflin St			**Final Action:**	

Title: Approving an amendment to a landmark nomination of the property located at 619 W Mifflin Street, known as the Wiedenbeck-Dobelin Warehouse (District 4).

Notes:

Sponsors:	Planning Division	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jcleveland@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/23/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Landmarks Commission (8/24/26), Common Council (9/8/26)					

Text of Legislative File 94134

Fiscal Note
No City appropriation is required with the approval of this landmark designation.

Title
Approving an amendment to a landmark nomination of the property located at 619 W Mifflin Street, known as the Wiedenbeck-Dobelin Warehouse (District 4).
Body
WHEREAS, a landmark nomination amendment of the property located at 619 W Mifflin Street, City of Madison, Dane County, Wisconsin has been duly filed for review by the Landmarks Commission and approval by the Common Council, as provided for in Section 41.07 of Madison General Ordinances; and

WHEREAS, Chapter 62, Wisconsin Statutes requires that the City must hold a public hearing to designate a landmark, which the City fulfills with public hearings at the Landmarks Commission and Common Council.

NOW, THEREFORE BE IT RESOLVED, that the Wiedenbeck-Dobelin Warehouse is significant for its association with the early commercial history in Madison, and for its distinctive architecture as a rare intact example of an early 20th Century Industrial Warehouse; and that said landmark nomination is hereby approved by the Madison Common Council; and

BE IT FURTHER RESOLVED, that the City Clerk of the City of Madison is hereby authorized to record the designation with the Dane County Register of Deeds; and

BE IT FURTHER RESOLVED, that the City Clerk shall notify the Building Inspector and the City Assessor of this landmark designation; and

BE IT FURTHER RESOLVED, that following adoption of this resolution, the Landmarks Commission shall affix a plaque identifying the property as a landmark to the landmark or landmark site consistent with the requirements in Section 41.07(8), Madison General Ordinances.

BE IT FINALLY RESOLVED, that Madison is the site of long-term human habitation, and is located on Indigenous land, which is the Ho-Chunk Nation ancestral homeland.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94144

File ID:	94144	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/24/2026
File Name:	2026 Surveillance Technology Report			**Final Action:**	

Title: Accepting the 2026 Agency Annual Surveillance Technology Reports for the 2025 Calendar Year

Notes:

Sponsors:	Sabrina V. Madison	**Effective Date:**	
Attachments:	Annual Surveillance Technology Reports 2026.pdf	**Enactment Number:**	
Author:	Ald. Sabrina Madison	**Hearing Date:**	
Entered by:	imatthias@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/24/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council Executive Committee (9/22/26), Common Council (9/22/26)					

Text of Legislative File 94144

Fiscal Note

The proposed resolution accepts the annual surveillance technology reports prepared by city agencies. These reports are prepared pursuant to MGO 23.63(5). Accepting the reports does not have a fiscal impact. No appropriation is required.

Title

Accepting the 2026 Agency Annual Surveillance Technology Reports for the 2025 Calendar Year

Body

WHEREAS, the City of Madison has an interest in ensuring that all official surveillance activities carefully safeguard privacy and confidentiality for residents and visitors, while ensuring safety and security for the public; and,

WHEREAS, the City of Madison has an interest in a city-wide surveillance and data

management policy that is consistent for all City agencies and covers all types of surveillance equipment usage and data management; and,

WHEREAS, the City of Madison created the President's Work Group to Develop City-wide Surveillance Equipment and Data Management Policies through Resolution, Legislative File No. 49217, adopted by the Common Council on December 5, 2017, to develop a policy governing the purchase and use of all surveillance equipment employed by all City agencies; and,

WHEREAS, the Work Group worked closely with City departments, in particular Information Technology, Madison Police Department and the City Attorney's office, to develop a proposed ordinance governing the citywide purchase and use of surveillance technology that will be introduced separately; and,

WHEREAS, Common Council approved MGO 23.63, governing the acquisition and use of surveillance technology, on June 16, 2020; and,

WHEREAS, MGO 23.63 requires all City agencies to submit an Annual Surveillance Technology Report each year;

NOW, THEREFORE, BE IT RESOLVED that the Common Council accepts the 2026 annual agency surveillance technology reports for the 2025 calendar year.

City of Madison, Wisconsin

City Assessor

Annual Surveillance Technology Report

2026

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Introduction

Summary

The City Assessor does not use surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

City of Madison, Wisconsin

Building Inspection Division

Annual Surveillance Technology Report

2026

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Introduction

Summary

No changes from previous year. No surveillance technology used.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
None			

Usage of Surveillance Technology

Surveillance Data Usage

N/A

Sharing Data with Other Entities

N/A

Safeguarding Individual Information

N/A

Complaints or Concerns

N/A

Appendix A: Supporting Policies

N/A

City of Madison, Wisconsin

Community Development Authority (CDA)- Housing Operations

Annual Surveillance Technology Report

2026

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Introduction

Summary

No changes have been made to CDA Housing Operations surveillance technology during the past calendar year.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Facility Cameras	Two exterior cameras, 22 interior cameras covering eight floors of residential building.	Parkside Apts- 245 S. Park St.	Cameras

Usage of Surveillance Technology

Surveillance Data Usage

Data is used/reviewed to follow up on resident concerns, complaints and potential crimes that occur within the building.

Sharing Data with Other Entities

Data is not shared with other entities. However, MPD has access to the data through their department.

Safeguarding Individual Information

The CDA is federally funded and subject to the requirements of federal statutes that limit the disclosure of information about public housing and multifamily housing residents and recipients of the Housing Choice Voucher Program. Any data collected from surveillance technology is protected the same as all CDA records and files.

Complaints or Concerns

The department has not received any complaints or concerns about its surveillance technology.

Appendix A: Supporting Policies

N/A

City of Madison, Wisconsin

Office of City Attorney

Annual Surveillance Technology Report

2026

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Introduction

Summary

The OCA utilizes a dome security camera in its lobby outside the front service window. Several specific staff have access to view video captured by the camera.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) *Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.*

(b) *Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:*

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) *The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.*

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Main Entrance Camera	A fixed-dome camera is located in the lobby outside the main entrance into the OCA Office. It captures visitors and staff that enter the main entrance doors.	City-County Building Suite 401	Fixed-dome camera

Usage of Surveillance Technology

Surveillance Data Usage

The camera in the lobby of CCB Suite 401 is used for security purposes and allows designated OCA staff to see who is entering or waiting in the lobby and whether the front desk staff needs assistance.

Sharing Data with Other Entities

Our understanding is that the security camera vendor retains recorded video which is available for a period of time in the event that it is needed for law enforcement or other purposes.

Safeguarding Individual Information

Access to view live and recorded video is restricted to specific necessary staff designated by the City Attorney who use the video only for business. Video is secured by the camera vendor.

Complaints or Concerns

The OCA has not received any complaints regarding its use of the security camera.

Appendix A: Supporting Policies

No supporting written policies.

City of Madison, Wisconsin

Clerk's Office

Annual Surveillance Technology Report

2026

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Introduction

Summary

The Clerk's Office uses multiple cameras to help ensure the public and our staff have a safe environment to receive services and work.

As of 2025, the Clerk's Office has four surveillance cameras in two locations.

The Clerk's Office has received zero complaints regarding our surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
CL Lobby 1	Surveillance of the Clerk's Office lobby	CCB 105 – lobby (A)	Camera
CL Lobby 2	Surveillance of the Clerk's Office lobby	CCB 105 – lobby (B)	Camera
CL Office Annex 1	Surveillance of the E. Washington absentee processing facility	E. Washington Annex (A)	Camera
CL Office Annex 2	Surveillance of the E. Washington absentee processing facility	E. Washington Annex (B)	Camera

Usage of Surveillance Technology

Surveillance Data Usage

The Clerk's Office does not have access to and has not used the surveillance data.

Sharing Data with Other Entities

The Clerk's Office does not actively share surveillance data with other entities or departments except for City of Madison IT.

Safeguarding Individual Information

The Clerk's Office staff do not have access to the surveillance data and relies on Madison IT to safeguard individual information.

Complaints or Concerns

The Clerk's Office has not received any complaints regarding the usage of surveillance technology.

City of Madison, Wisconsin

Common Council

Annual Surveillance Technology Report

2026

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Introduction

Summary

Monona Terrace uses our camera system to help ensure our customers, guests and staff have a safe environment to meet, visit and work.

Technology changes this year have only been replacement of failed cameras.

We have no changes to our current policies.

Monona Terrace has received zero complaints regarding our surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Lobby Camera (CN Lobby 1)	A fixed-dome camera is located in the lobby of our office. It captures visitors and staff that enter the lobby.	Room 505 City-County Building	Fixed-Dome Camera
Vestibule Camera (CN CCB Fl. 5 Vestibule)	A fixed-dome camera is located in the vestibule between the Common Council Office and the Office of the Independent Monitor. It captures visitors and staff that enter the vestibule.	Vestibule Between Room 505 and Room 501 City-County Building	Fixed-Dome Camera

Usage of Surveillance Technology

Surveillance Data Usage

The lobby camera and the vestibule camera are both used as part of the Common Council's security monitoring. The five members of the Common Council staff have access to the livestreams from these cameras.

Sharing Data with Other Entities

The Madison Police Department Forensic Services Unit has access to the data from the lobby camera and vestibule camera. This is a team of 17 investigators that investigate higher level crimes and can export and save video from the system for evidence purposes, if needed.

Safeguarding Individual Information

Access to the camera system is limited to individuals who may need to monitor or access recordings. Internal or public request for recordings will be reviewed by Common Council Management prior to release.

Complaints or Concerns

The Common Council is not aware of any complaints or concerns about its Surveillance Technology.

Appendix A: Supporting Policies

N/A

City of Madison, Wisconsin

Civil Rights

Annual Surveillance Technology Report

2026

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Introduction

Summary

The Department of Civil Rights uses our camera system to help ensure our customers, guests and staff have a safe environment to meet, visit and work.

Technology changes this year have only been initial installation of cameras in newly remodeled space.

We have no changes to our current policies.

The Department of Civil Rights has received zero complaints regarding our surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Lobby Camera 1	Facing the DCR front door, conference room, and reception	DCR Lobby by staff door #1	Video only
Lobby Camera 2	Facing the intake and huddle rooms	DCR Lobby by staff door #2	Video only

Usage of Surveillance Technology

Surveillance Data Usage

DCR did not receive training or access to the cameras in 2025 despite them being present when we moved into the new space in December.

Sharing Data with Other Entities

DCR did not receive training or access to the cameras in 2025 despite them being present when we moved into the new space in December.

Safeguarding Individual Information

DCR did not receive training or access to the cameras in 2025 despite them being present when we moved into the new space in December.

Complaints or Concerns

DCR did not receive training or access to the cameras in 2025 despite them being present when we moved into the new space in December.

Appendix A: Supporting Policies

N/A

City of Madison, Wisconsin
DPCED/CDD/Madison Senior Center

Annual Surveillance Technology Report

2026

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Introduction

Summary

No changes to technology have been made since 2013. Since 2013, the Madison Senior Center located at 330 West Mifflin Street has had 13 video cameras installed on the interior and exterior of the facility for security purposes. There are cameras installed at all main entrances/exits. Facial recognition is expected from these vantage points. Other cameras point to general communal areas and exterior courtyard and drive areas in order to oversee general behaviors. Camera video is accessed through the City network using Genetec software.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Axis M3204 (8 total)	**Indoor 1 MP Color Camera, no audio**	**•Main Entrance/Exit •Vestibule Entrance/Exit •Dining Area •Lounge Area •Front Desk Area •2nd Fl Elevator Entrance •2nd Fl Front Hallway •2nd Fl Back Hallway**	**Camera**
Axis P3364-VE (5 total)	**Outdoor Color Camera, no audio**	**•Exterior Driveway •Exterior Main Entrance •Mid Courtyard •(2) Exterior Courtyard/ Entrance/Exit Areas**	**Camera**
Genetec	**Video surveillance software installed by City IT**	**City Network**	**Software**

Usage of Surveillance Technology

Surveillance Data Usage

Video surveillance is for the purpose of security at the Madison Senior Center. In 2024, security entailed: 1) Live surveying by the Community Resources Manager, Facility Operations Manager, and/or Facility Operations Assistant during business hours to ensure safety of attendees; and 2) Replaying footage for the purpose of researching complaints of thievery, misconduct or behavioral problems, or property damage. Video data is automatically retained on the City network for approximately 2 weeks. Cameras can be remotely accessed through the City network using Genetec software.

Sharing Data with Other Entities

No surveillance footage was shared in 2024

Safeguarding Individual Information

To ensure privacy, only three administrative staff have access to Madison Senior Center's video surveillance system – the Community Resources Manager, Facility Operations Supervisor and Facility Operations Assistant. In the event footage needs to be exported and saved, the footage will be stored either 1) on an external drive and locked in the MSC safe which the Community Resources Manager and Facility Operations Supervisor only have access, or 2) on the City network's U drive where only the staff person who saved it has access. It will be saved for the appropriate time limit until it can be purged.

Public awareness notices are printing in the monthly newsletter and on signs located at the front and rear entrances. They state: *Public spaces (interior and exterior) at the Madison Senior Center are monitored by staff on video security cameras; participants and visitors may be recorded.*

Complaints or Concerns

No complaints or concerns in 2025

Appendix A: Supporting Policies

Video Camera Surveillance Policy for Madison Senior Center:

Madison Senior Center

Video Camera Surveillance Plan
Madison Senior Center Policy 1-16

Objectives and the scope of video surveillance

The Madison Senior Center has video cameras installed on the exterior and interior of the facility for security purposes. Security entails: 1) live surveying by the Community Resources Manager, Facility Operations Supervisor, and/or Facility Operations Assistant during business hours to ensure safety of participants and guests.
2) replaying footage for the purpose of researching complaints of thievery; misconduct or behavioral problems; property damage.

Level of detail and recording area

There are cameras installed at all main entrances/exits. Facial recognition is expected from these points. Other cameras are pointing to general communal areas and exterior courtyard and drive areas in order to oversee general behaviors. Cameras do not have audio. Software used to view video is Genetec installed by City IT.

Provided notification(s) to participants

There are public notices at the two building entrances. These notices state the following: "***Public spaces (interior and exterior) at the Madison Senior Center are monitored by staff on video security cameras; participants and visitors may be recorded."*** This same statement is also found in the Senior Center's monthly newsletter – The Messenger.

Location of cameras

All 13 cameras are located on Madison Senior Center property. Locations are:

Exterior (5 cameras):

1) Courtyard leading to grocery store and facility exit, 2) Mid-courtyard, 3) Courtyard leading to apartments and rear facility entrance/exit, 4) Main entrance/exit, 5) Driveway

Interior Main Floor (5 cameras):

6) Lounge, 7) Dining, 8) Front desk, 9) Main entrance/exit, 10) Rear vestibule entrance/exit

Interior 2nd Floor: (3 cameras):

11) Hall leading to Craft Room, 12) Front corridor and elevator entrance/exit, 13) Back corridor

Permanently or temporary placement?

Permanent placement

Persons in agency allowed view access

The Community Resources Manager, Facility Operations Supervisor, and the Facility Operations Assistant are allowed viewing access. Records may also be shared with authorized individuals directly involved in investigating an incident.

Plan on training regarding the use, retention and storage

No official training on software usage. Online guide will be used if necessary. City IT retains and stores video for 14 days. If footage needs to be exported off the server and saved, it will be stored on an external drive in a locked safe, or on the City Network's U drive where it cannot be accessed by other staff, until it can be purged.

Those allowed to export any needed footage.

Community Resources Manager and/or Facility Operations Supervisor.

City of Madison, Wisconsin

DPCED Office of the Director

Annual Surveillance Technology Report

2026

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Introduction

Summary

DPCED Office of the Director does not use surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type

Usage of Surveillance Technology

Surveillance Data Usage

None

Sharing Data with Other Entities

N/A

Safeguarding Individual Information

N/A

Complaints or Concerns

N/A

Appendix A: Supporting Policies

N/A

City of Madison, Wisconsin

Employee Assistance Program

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Introduction to the Surveillance Technology Report Template

Pursuant to MGO 23.63(5), each City department must conduct an annual review of its use of Surveillance Technology **for the previous calendar year** and submit a report to the Common Council via resolution. This template is intended to assist departments with completing the annual report requirement.

This Surveillance Technology Report template contains brief instructions and examples for completing the annual report.

Style	Convention

Introduction

Summary

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type

No surveillance equipment

Usage of Surveillance Technology

Surveillance Data Usage

Sharing Data with Other Entities

Safeguarding Individual Information

Complaints or Concerns

Appendix A: Supporting Policies

City of Madison, Wisconsin

Economic Development Division (EDD)

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Introduction

Summary

The Economic Development Division (EDD) does not utilize any surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
None			

Usage of Surveillance Technology

Surveillance Data Usage

n/a

Sharing Data with Other Entities

n/a

Safeguarding Individual Information

n/a

Complaints or Concerns

n/a

Appendix A: Supporting Policies

n/a

City of Madison, Wisconsin

Engineering Division

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Introduction

Summary

In 2025, no changes were made to surveillance technology policies or inventory used by Engineering. No complaints were received.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) *Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.*

(b) *Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:*

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) *The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.*

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
2 Building Cameras	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building* – Rear Entrance Driveways	*PTZ camera*
1 Building Camera	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building* – Building Inspection Counter	*PTZ camera*
4 Building Cameras	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building – First Floor Entrance Lobbies*	*PTZ camera*
2 Building Cameras	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building – CDA Housing Interview Room Hallway*	*PTZ camera*
1 Building Camera	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building – CDA Housing Department Lobby*	*PTZ camera*
2 Building Camera	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building – Second Floor Stairwells*	*PTZ camera*
1 Building Camera	*A PTZ camera is installed to record motion events in the area of the building indicated.*	*Madison Municipal Building – Second Floor Meeting Room Hallway*	*PTZ camera*

Usage of Surveillance Technology

Surveillance Data Usage

In 2025, City Engineering used the data collected by these IPC cameras for the following legitimate safety and security purposes:

- Ensuring normal and secure operation of the facility for public events and meetings.
- Ensuring proper use of parking spaces and clear access of two building driveways.

Sharing Data with Other Entities

No MMB camera data was shared with other entities in 2025.

Safeguarding Individual Information

Access to cameras is restricted to the Deputy City Engineer - Facilities and the Facilities Operations Supervisor. No other Engineering Division staff has been granted access.

The Engineering Division does not store camera data locally in Engineering except in rare situations when a specific event in the building is under investigation. Any such data is deleted after the conclusion of each investigation. In order to store video clips from these cameras, Engineering must request assistance from City IT, who can download as requested and send to Engineering Facilities.

All other surveillance data from these cameras is stored and accessed through Genetec Security Desk and managed by City IT. Data from these cameras is automatically overwritten after 14 days.

Complaints or Concerns

The Engineering Division has not received any complaints or concerns about its Surveillance Technology use.

Appendix A: Supporting Policies

Madison Municipal Building

Camera Surveillance Technology Departmental Policy

Revised July 1, 2025

Jim Wolfe, P.E., City Engineer

Location

Madison Municipal Building, 215 Martin Luther King Jr Blvd, Madison WI

Responsible Agency

The City of Madison Engineering Division, a division of the Department of Public Works.

Purpose

The purpose of this policy is to set forth guidelines for monitoring and using Internet Protocol Cameras (IPC) at the Madison Municipal Building (MMB) and to ensure compliance with Administrative Procedure Memorandum (APM) No. 3-17. IPC monitoring is used to enhance the security and safety of our employees and visitors, as well as to detect and deter criminal activity in and around the facility.

Camera Locations and Signage

The exhibit titled Security Camera Plan shows the locations of all IPC cameras in the building.

Signs informing employees, elected officials, and visitors using the building of the presence of video recording shall be placed at all entrances and shall read “Notice, Video Surveillance in Use on These Premises”.

Policy Overview

Only two staff in Engineering currently have access to these cameras; the Deputy City Engineer - Facilities and the Facilities Services Coordinator. Recordings will only be viewed on a need-to-know basis and in such a manner as to avoid public viewing.

This system will record video only. Audio shall not be recorded.

This policy does not cover the cameras used by the City IT Media Team to record meetings in certain meeting rooms within the building. The rooms where the City IT Media Team recording can take place are shown on the exhibit entitled Security Camera Plan.

Monitoring of individuals based on characteristics such as race, gender, ethnicity, sexual orientation, disability, or other protected classifications is prohibited.

Policy Elements

Circumstances which necessitate the use of Surveillance Technology.

Legitimate purposes for IPC monitoring in the MMB are:

- Ensuring the safety of individuals, property, and the facility;
- Monitoring of any activity or behavior that seems out of the ordinary;
- Investigation of possible criminal activity;
- The IPC system will not be routinely monitored for purposes of assessing work performance or job competency. However, the Engineering Division, and the City agencies housed within the Building, expressly reserves the right to use all video evidence in conducting any personnel investigation and in imposing appropriate discipline; and/or
- To ensure the proper operation of doors that are controlled remotely and to verify the appropriate and secure use of the building and its public meeting spaces.

Training protocols.

All Engineering staff that currently have access to these IPC cameras have been trained on the use of the Genetec Security Desk software and have been involved in the creation of this departmental policy and the annual report for this policy.

There is currently no plan to provide access to these cameras to additional staff. If

such a need were to arise, these staff would be trained on the use of the cameras and would carefully review this policy and the most recent annual department report on the use of surveillance technology by and with the Facilities Services Coordinator.

Position(s) responsible for the account management and administration of the Surveillance Technology.

The Facilities Services Coordinator is responsible for account management and administration of the Surveillance Technology.

Position(s) responsible for receiving complaints regarding the Department's use of Surveillance Technology.

The Deputy City Engineer - Facilities is responsible for receiving and reviewing complaints regarding the Department's use of Surveillance Technology.

Process for determining roles and access to Surveillance Technology.

A guiding principle of this process will be to restrict access to these cameras as narrowly as possible while still maintaining safe and successful day-to-day operations as laid out above.

Currently only two Engineering staff have access to these cameras. If any additional staff access is determined to be necessary, it will be restricted to those staff in the Engineering Facilities groups. The Deputy City Engineer - Facilities will review the request and the need and make a determination.

Process to ensure access to Surveillance Technology is revoked when employee no longer has job-related need to said access.

By restricting access to this technology up front, Engineering intends to minimize this issue as much as possible.

The Department will verify each time any employee changes positions or ends City employment that no changes are needed to their Surveillance Technology access. Engineering will also review the job-related need for Surveillance Technology access as part of the annual report required by APM 3-17 each year.

Position(s) responsible for training staff and reviewing staff access and use of the Surveillance Technology

- Facilities Services Coordinator is responsible for training staff.
- Deputy City Engineer - Facilities is responsible for reviewing staff access and use.

Madison Police Department Access.

The Engineering Division will provide the Madison Police Department with immediate access to all data recordings that may constitute evidence of a crime, unless otherwise prohibited by law.

In the event the Department becomes aware that evidence of a crime may be recorded on these IPC cameras, the following procedure will be followed:

- Notify the Engineering Facilities Services Coordinator, Deputy City Engineer - Facilities, and City Engineer.
- Staff will contact the Madison Police Department Forensic Services Unit directly to ensure the proper segments of video are preserved for this use. Engineering staff do not have the ability to save video themselves.

Retention Period.

City IT automatically overwrites video stored on the Genetec Security Desk system after 14 days.

If downloaded video is saved by MPD in an investigation of the possible commission of a crime, they are responsible for all records retention compliance.

If video is saved for another valid investigatory or open-records purpose, Engineering will follow the procedure laid out below.

Privacy.

All camera locations in the MMB were carefully considered during the design process with to ensure that they cannot be used to monitor the interior of any dwelling where a reasonable expectation of privacy exists. No private dwellings are visible from these cameras. No restrooms, locker rooms, or private offices are visible from these cameras.

The cameras are all in common areas of the building, and focused primarily on building entrances and main building corridors.

These cameras do not have audio recording capability.

Procedures for ensuring that records are not destroyed during the pendency of any public records request, investigation or civil or criminal litigation.

Engineering does not have the permissions to save video files from these cameras.

In order to store video clips from these cameras, Engineering must request assistance from City IT, who can download as requested and send to Engineering Facilities.

During the investigation of a possible commission of a crime, Engineering staff will follow the procedure outlined above and have the Madison Police Department Forensic Services Unit make and maintain the necessary records for those investigations. Madison Police Department has relevant permissions to download and save video clips without Engineering's involvement.

In the case of a valid request for these files that does not involve the Madison Police Department, all requests to save files will be first approved by either the Deputy City Engineer - Facilities or the City Engineer. Engineering will then work with City IT to save and obtain the appropriate files. Staff will notify the City Engineer (one of our Records Custodians) that we are now in possession of these files, and work with them to ensure compliance with APM 3-6.

Security Camera Plan - Level 0

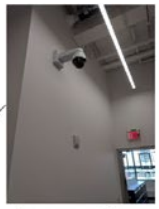
KEY

Security Camera Location

Public Zone

Madison Municipal Building | Design Meeting 2 8

Security Camera Plan - Level 1



KEY

Security Camera Location

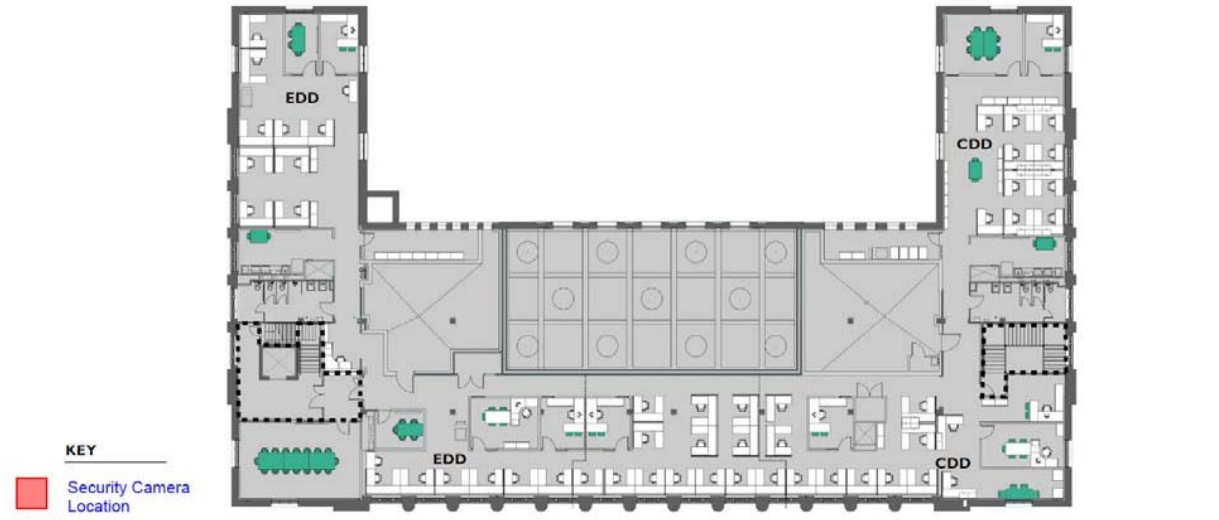
Public Zone

Madison Municipal Building | Design Meeting 2 9

Security Camera Plan - Level 2

Madison Municipal Building | Design Meeting 2 10

Security Camera Plan - Level 3



Madison Municipal Building | Design Meeting 2 11

City of Madison, Wisconsin
Finance Department

Annual Surveillance Technology Report

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Introduction

Summary

The Finance Department occupies suites 406, 414, 519, and 101 in the City County Building (CCB). The Finance Department did not make any changes to its policy, and also did not make any chages to its inventory. The Finance Department has received zero complaints regarding its surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Suite 406 camera	Camera to allow staff to see who is entering office	Outside suite 406	Camera
Suite 414 camera	Camera to allow staff to see who is entering office	Outside suite 414	Camera
Suite 101 cameras	Seven (7) cameras to view suite entrances and lobby, office and vault areas. Two cameras in the public lobby. Two cameras at the front counter (these can also see into the public lobby). Two cameras in the vault. One camera in the Parking Utility room.	Inside suite 101	Camera

Usage of Surveillance Technology

Surveillance Data Usage

The cameras outside of suites 406 and 414 are used as part of the Finance Department's security access. When a customer arrives at either location, they push a button to gain access and staff is able to see and communicate with the customer prior to allowing access. Front desk staff in suite 101 can also access the camera outside suite 406 to see individuals seeking access.

Cameras in suite 101 are used to monitor individuals entering/exiting the suite. In addition, cameras can be used to monitor staff activities in the office and vault areas.

Sharing Data with Other Entities

The Finance Department has given the Madison Police Department access to the cameras in suites 406 and 101. The camera for suite 414 does not record and only sends video to the phone of the person that is being requested to provide access.

Safeguarding Individual Information

Access to the camera system is limited to individuals who may need to monitor or access recordings. Internal or public request for recordings will be reviewed by Finance Management prior to release.

Complaints or Concerns

The Finance Department is not aware of any complaints or concerns about its Surveillance Technology.

Appendix A: Supporting Policies

The Finance Department has signs posted outside suites 406 and 414 informing individuals that the areas are under video surveillance and there is a sign posted at the entrance of the CCB indicating the premise is under video surveillance.

City of Madison, Wisconsin

Madison Fire Department

Annual Surveillance Technology Report

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Introduction

Summary

Fire stations use security cameras for several key reasons. They protect valuable apparatus and equipment from theft or vandalism, particularly during overnight hours or when crews are out on calls. They also support personnel safety by monitoring entry points and common areas during, deterring unauthorized access.

Cameras provide accountability and documentation, review incidents, and support training or liability needs. Since stations are public-facing facilities, cameras also help manage visitor access and address security concerns.

Finally, visible surveillance deters break-ins and tampering, and footage can assist investigations if an incident occurs.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
FD Admin Front Door Interior	A small PTZ camera is located near the main entrance into the lobby of our facility. It captures visitors and staff that enter the main entrance doors.	Fire Administration	PTZ Camera
FD Admin Lobby Front Desk	A small PTZ located in the hallway near our front counter. It captures visitors that come to the front counter.	Fire Administration	PTZ Camera
FD Admin Hallway Ovation Lobby	A small PTZ located in the hallway that points at the entrance from the Ovation lobby.	Fire Administration	PTZ Camera
FD Admin Parking Garage Access Door	A small PTZ that points at the entrance from the Ovation parking garage. It captures staff as they enter.	Fire Administration	PTZ Camera
FD Admin Reception	A small PTZ located at the back of the reception area that points at the front counter.	Fire Administration	PTZ Camera
FD Admin Station 1 Street	A fixed dome 180-degree camera located on the parking garage across the street from station 1. It captures visitors, staff and vehicles that enter the building. Covers the ballot box in front of station 1.	Overture Center Parking Structure	180-degree camera
FD Station 1 Alley to Johnston ST	A PTZ camera located at the back of station 1. This camera covers the back entrances to station 1 as well as any vehicle that is parked behind station 1.	Station 1	PTZ camera

Reviewed Item	Description	Location	Type
FD CARES Building Exterior A	A 360-degree camera located on the corner of the building by the main entrance. It captures visitors, staff, garage doors and covers staff vehicles.	1234 E Wash	360-degree camera
FD CARES Building Exterior B	A 360-degree camera located on the corner of the building by the main entrance. It captures visitors, staff, garage doors and covers staff vehicles.	1234 E Wash	360-degree camera
FD CARES Building Exterior C	A 360-degree camera located on the corner of the building by the main entrance. It captures visitors, staff, garage doors and covers staff vehicles.	1234 E Wash	360-degree camera
FD CARES Building Exterior D	A 360-degree camera located on the corner of the building by the main entrance. It captures visitors, staff, garage doors and covers staff vehicles.	1234 E Wash	360-degree camera
FD Station 2 Parking Entrance	A fixed dome 180-degree camera located on the side of station 2 that covers the entrance to the back parking lot and the ballot box.	Station 2	180-degree camera
FD Station 2 Bay Door	A fixed dome 180-degree camera located at the front of the apparatus bay. This camera captures vehicles entering and leaving the station and covers the front entrance to the station.	Staton 2	180-degree camera
FD Station 2 Rear Parking A	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors and covers staff vehicles.	Staton 2	360-degree camera
FD Station 2 Rear Parking B	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors and covers staff vehicles.	Staton 2	360-degree camera

Reviewed Item	Description	Location	Type
FD Station 2 Rear Parking C	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors and covers staff vehicles.	Staton 2	360-degree camera
FD Station 2 Rear Parking D	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors and covers staff vehicles.	Staton 2	360-degree camera
FD Station 3 Bay Door	A fixed dome 180-degree camera located above the front apparatus bay doors. Captures vehicles entering and leaving the station and covers the front entrance to the station and the ballot box.	Station 3	180-degree camera
FD Station 3 Rear Parking	A fixed dome 180-degree camera is positioned at the back of the station. It captures vehicles entering and exiting the parking area.	Station 3	180-degree camera
FD Station 4 Ballot Box	A PTZ camera located at the front of the station. Captures the main entrance of the station and the ballot box.	Station 4	PTZ camera
FD Station 4 Bay Door	A fixed dome 180-degree camera located at the front of the apparatus bay. This camera captures vehicles entering and leaving the station and covers the front entrance to the station.	Station 4	180-degree camera
FD Station 4 Parking	A fixed dome 180-degree camera located on the side of the building. This camera It captures visitors, staff, and the side entrance and covers staff vehicles.	Station 4	180-degree camera
FD Station 5 Bay Door	A fixed dome 180-degree camera located above the front apparatus bay doors. Captures vehicles entering and leaving the station and covers the front entrance to the station.	Station 5	180-degree camera

Reviewed Item	Description	Location	Type
FD Station 5 Parking	A fixed dome 180-degree camera located at the back of the station. Captures vehicles entering and leaving the parking area at the back of the station and covers the ballot box.	Station 5	180-degree camera
FD Station 7 Bay Door	A fixed dome 180-degree camera located next to apparatus bay doors. Captures vehicles entering and leaving the station and covers the front entrance to the station.	Station 7	180-degree camera
FD Station 7 Rear Parking A	A 360-degree camera located on the back corner of the building by the fuel pumps. It captures visitors, staff, garage doors, fuel pump, and covers staff vehicles.	Station 7	360-degree camera
FD Station 7 Rear Parking B	A 360-degree camera located on the back corner of the building by the fuel pumps. It captures visitors, staff, garage doors, fuel pump, and covers staff vehicles.	Station 7	360-degree camera
FD Station 7 Rear Parking C	A 360-degree camera located on the back corner of the building by the fuel pumps. It captures visitors, staff, garage doors, fuel pump, and covers staff vehicles.	Station 7	360-degree camera
FD Station 7 Rear Parking D	A 360-degree camera located on the back corner of the building by the fuel pumps. It captures visitors, staff, garage doors, fuel pump, and covers staff vehicles.	Station 7	360-degree camera
FD Station 8 Bay Door	A fixed dome 180-degree camera is positioned above the front of the station, next to the bay doors. It captures vehicles entering and exiting the station and monitors the front entrance as well as the ballot box across the street.	Station 8	180-degree camera
FD Station 8 Parking	A fixed dome 180-degree camera is positioned at the back of the station. It captures vehicles entering and exiting the parking area.	Station 8	180-degree camera

Reviewed Item	Description	Location	Type
FD Station 9 Bay Door	A fixed dome 180-degree camera located next to apparatus bay doors. Captures vehicles entering and leaving the station and covers the front entrance to the station.	Station 9	180-degree camera
FD Station 9 Rear Parking A	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, ballot box, and covers staff vehicles.	Station 9	360-degree camera
FD Station 9 Rear Parking B	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, ballot box, and covers staff vehicles.	Station 9	360-degree camera
FD Station 9 Rear Parking C	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, ballot box, and covers staff vehicles.	Station 9	360-degree camera
FD Station 9 Rear Parking D	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, ballot box, and covers staff vehicles.	Station 9	360-degree camera
FD Station 10 Bay Door	A fixed dome 180-degree camera located next to apparatus bay doors. Captures vehicles entering and leaving the station and covers the front entrance to the station.	Station 10	180-degree camera
FD Station 10 Parking Entrance	A fixed dome 180-degree camera located on the side of station 10 that covers the entrance to the back parking lot and the ballot box.	Station 10	180-degree camera
FD Station 10 Rear Parking A	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 10	360-degree camera

Reviewed Item	Description	Location	Type
FD Station 10 Rear Parking B	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 10	360-degree camera
FD Station 10 Rear Parking C	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 10	360-degree camera
FD Station 10 Rear Parking D	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 10	360-degree camera
FD Station 11 Bay Door	A fixed dome 180-degree camera located adjacent to the front apparatus bay doors. Captures vehicles entering and leaving the station and covers the ballot box.	Station 11	180-degree camera
FD Station 11 Rear Parking A	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 11	360-degree camera
FD Station 11 Rear Parking B	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 11	360-degree camera
FD Station 11 Rear Parking C	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 11	360-degree camera
FD Station 11 Rear Parking D	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 11	360-degree camera

Reviewed Item	Description	Location	Type
FD Station 12 Bay Door	A fixed dome 180-degree camera located adjacent to the front apparatus bay doors. Captures vehicles entering and leaving the station and covers the ballot box.	Station 12	180-degree camera
FD Station 12 Rear Parking A	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 12	360-degree camera
FD Station 12 Rear Parking B	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 12	360-degree camera
FD Station 12 Rear Parking C	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 12	360-degree camera
FD Station 12 Rear Parking D	A 360-degree camera located on the corner of the building by the back entrance. It captures visitors, staff, garage doors, and covers staff vehicles.	Station 12	360-degree camera
FD Station 13 Bay Door	A fixed dome 180-degree camera located adjacent to the front apparatus bay doors. Captures vehicles entering and leaving the station and covers the ballot box.	Station 13	180-degree camera
FD Station 13 Rear Parking	A fixed dome 180-degree camera is positioned at the back of the station. It captures vehicles entering and exiting the parking area and covers employee vehicles.	Station 13	180-degree camera
FD Station 14 Apparatus Bay	A PTZ camera located in the apparatus bay pointing at the front apparatus doors.	Station 14	PTZ camera

Reviewed Item	Description	Location	Type
FD Station 14 Front Bay Doors	A PTZ camera is located adjacent to the front apparatus bay doors. Captures vehicles entering and leaving the station and covers the ballot box.	Station 14	PTZ camera
FD Station 14 Front Door	A PTZ camera located at the front of the station. Captures the main entrance of the station.	Station 14	PTZ camera
FD Station 14 Lobby	A fixed dome 180-degree camera located in the lobby area of station 14. Captures the common are between the community room and station staff areas.	Station 14	180-degree camera

Usage of Surveillance Technology

Surveillance Data Usage

The MFD utilizes the video camera systems at the fire stations to provide a type of security to our employees at work. It not only provides security to their safety via awareness and monitoring outside of the city buildings, but also for their personal vehicles. Over the years, MFD has experienced multiple acts of theft and vandalism near and around the fire stations. This has been vital for police reports and documentation of the incidents when possible. The video camera system also aids in an attempt to learn from MFD accidents that happen at the fire station. If captured on video, the data can be used to educate our personnel to improve our driving or safety habits.

Sharing Data with Other Entities

By default, the data collected is not shared with other agencies or entities. All data is subject to requests and potential release.

Safeguarding Individual Information

The cameras at MFD are installed for security and safety purposes. Our employees understand the importance of protecting the privacy rights of both the public and MFD staff whenever applicable. Images and videos are deleted according to the City's Administrative Policy Manuals (APMs) and the default retention times set by City IT. Only Fire leadership has the authority to rewind and review camera footage.

Complaints or Concerns

MFD has had no complaints or concerns with our surveillance technology in 2025. It continues to be an asset as needed for the safety and concern of the MFD and related parties.

Appendix A: Supporting Policies

City of Madison, Wisconsin

Fleet Service Division

Annual Surveillance Technology Report

2026

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Introduction

Summary

In 2025, all cameras comprising the Fleet Service Division surveillance technology were transitioned from ExacqVision to Genetec. No other changes were made.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Nakoosa Main 1	Exterior camera monitoring the patio area at the main entrance of the Nakoosa Trail Fleet Facility	Nakoosa Trail	Camera
Nakoosa Main 2	Exterior camera monitoring the main entrance of the Nakoosa Trail Fleet Facility	Nakoosa Trail	Camera
Nakoosa Main 3	Exterior camera monitoring the patio area at the main entrance of the Nakoosa Trail Fleet Facility	Nakoosa Trail	Camera
Nakoosa Main 4	Exterior camera monitoring the patio area and front drive at the main entrance of the Nakoosa Trail Fleet Facility	Nakoosa Trail	Camera
Comm North 2	Exterior camera monitoring the north side and parking lot of the Communications section of the facility	Nakoosa Trail	Camera
Comm North 3	Exterior camera monitoring the north side and parking lot of the Communications section of the facility	Nakoosa Trail	Camera
Comm North 4	Exterior camera monitoring the north side entrance and parking lot of the Communications section of the facility	Nakoosa Trail	Camera
East Service Drive 3	Exterior camera monitoring the driveway along the east side of the facility and Nakoosa Trail gated entrance	Nakoosa Trail	Camera
East Service Drive 4	Exterior camera monitoring the driveway along the east side of the facility	Nakoosa Trail	Camera

Reviewed Item	Description	Location	Type
Nakoosa Main Entrance	Interior camera monitoring the entryway and reception area at the Visitor Entrance of the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Nakoosa Main Entrance Quad View	Interior camera monitoring the entryway and reception area at the Visitor Entrance of the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Comm Customer Hall	Interior camera monitoring the entrance and open office area of the Communications Shop in the Nakoosa Trail facility	Nakoosa Trail	Camera
North Service Drive 1	Exterior camera monitoring the North service drive of the Nakoosa Trail facility	Nakoosa Trail	Camera
North Service Drive 2	Exterior camera monitoring the North service drive of the Nakoosa Trail facility	Nakoosa Trail	Camera
North Service Drive East	Exterior camera monitoring the North service drive of the Nakoosa Trail facility	Nakoosa Trail	Camera
North Service Drive West	Exterior camera monitoring the North service drive of the Nakoosa Trail facility	Nakoosa Trail	Camera
Comm Gate 1	Exterior camera monitoring the entrance area of the Communications Shop at the Nakoosa Trail facility	Nakoosa Trail	Camera
Comm Gate 2	Exterior camera monitoring the parking lot and Nakoosa Trail outside of the Communications Shop area at the Nakoosa Trail facility	Nakoosa Trail	Camera
Comm Gate 3	Exterior camera monitoring the gate entrance off of Nakoosa Trail	Nakoosa Trail	Camera
Comm Gate 4	Exterior camera monitoring the drive area and service bay garage doors in the Communications Shop area at the Nakoosa Trail facility	Nakoosa Trail	Camera

Reviewed Item	Description	Location	Type
Comm Yard 3	Exterior camera monitoring the parking lot and drive area behind the Communications Shop area at the Nakoosa Trail facility	Nakoosa Trail	Camera
Light Yard 4	Exterior camera monitoring the gated entrance, drive area, and fuel station behind the Light Duty Shop at the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Fleet Gate 1	Exterior camera monitoring the driveway and employee parking lot to the west of the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Fleet Gate 2	Exterior camera monitoring the gated entrance to the parking lot behind the Light Duty Shop at the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Fleet Gate 3	Exterior camera monitoring the fenced lawn behind the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Fleet Gate 4	Exterior camera monitoring the Nakoosa Trail Fleet facility driveway to Commercial Avenue	Nakoosa Trail	Camera
Main Driveway 1	Exterior camera monitoring the driveway between the employee parking lot at the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Main Driveway 2	Exterior camera monitoring the walled area of the parking lot behind the Light Duty Shop at the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Main Driveway 3	Exterior camera monitoring the driveway to Commercial Avenue and the employee parking lot	Nakoosa Trail	Camera
Main Driveway 4	Exterior camera monitoring the driveway and employee parking lot	Nakoosa Trail	Camera
Nakoosa Trail East (Parts Gate 1)	Exterior camera monitoring Nakoosa Trail and the driveway to the Parts gate of the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera

Reviewed Item	Description	Location	Type
Nakoosa Trail West (Parts Gate 2)	Exterior camera monitoring Nakoosa Trail	Nakoosa Trail	Camera
Fleet Parts Gate 3	Exterior camera monitoring the gated entrance to the Parts Delivery area of the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Fleet Parts Gate 4	Exterior camera monitoring the driveway to the Parts gate of the Nakoosa Trail Fleet facility	Nakoosa Trail	Camera
Fleet Parts Delivery 1	Exterior camera monitoring the garage door entrance to the Fleet Parts Warehouse	Nakoosa Trail	Camera
Fleet Parts Delivery 2	Exterior camera monitoring the service drive and loading zone outside the Fleet Parts Warehouse	Nakoosa Trail	Camera
Fleet Parts Delivery 3	Exterior camera monitoring the Fleet Parts Warehouse loading zone and the service drive outside the Heavy Duty Shop	Nakoosa Trail	Camera
Fleet Parts Delivery 4	Exterior camera monitoring the doorway to the Fleet Parts Warehouse and Heavy Duty Shop	Nakoosa Trail	Camera
First St. Fuel Pump	Exterior camera monitoring the gas pumps at First Street	First Street	Camera

Usage of Surveillance Technology

Surveillance Data Usage

In 2025, Fleet used the data collected by these IPC cameras for the following legitimate safety and security purposes:

- Ensuring normal and secure operation of the facility
- To investigate an employee complaint
- To assist a law enforcement investigation

Sharing Data with Other Entities

In 2025, the only camera data shared with entities outside of the Fleet Service Division was with the DeForest Police Department, assisting with an investigation they were conducting in the area. No other surveillance technology data was shared in the last calendar year. Radio Shop has additional access to cameras within their area of the building.

Safeguarding Individual Information

Access to camera recordings is restricted to the Fleet Service Superintendent, Fleet Operations Manager, and Data Analyst, the latter two with the permission of the Superintendent. Live viewing is restricted to the two Fleet Forepersons.

Fleet does not store camera data except in rare situations when a specific event in the building is under investigation.

All other surveillance data from these cameras is stored and accessed through Genetec and managed by City IT. Data from these cameras is automatically overwritten after 14 days.

Complaints or Concerns

Fleet has not received any complaints or concerns about its Surveillance Technology use in 2025.

Appendix A: Supporting Policies

Camera Surveillance Technology Departmental Policy

Revised 6/10/2026

Rachel Darken, Fleet Service Superintendent

Location

Based at (1) 4151 Nakoosa Trail, (2) 1501 West Badger Road, and (3) 200 North First Street.

Responsible Agency

The City of Madison Fleet Service Division, a division of the Department of Public Works.

Purpose

The purpose of this policy is to set forth guidelines for monitoring and using Internet Protocol Cameras (IPC) at Fleet Facilities and to ensure compliance with Administrative Procedure Memorandum (APM) No. 3-17. IPC monitoring is used to enhance the security and safety of our employees and visitors, as well as to detect and deter criminal activity in and around the facility.

Camera Signage

Signs informing employees, elected officials, and visitors using the building of the presence of video recording shall be placed at all entrances and shall read “Notice, Video Surveillance in Use on These Premises”.

Policy Overview

Five Fleet staff have access to the system. Recordings will only be viewed on a need-to know basis and in such a manner as to avoid public viewing.

This system will record video only. Audio shall not be recorded.

Monitoring of individuals based on characteristics such as race, gender, ethnicity, sexual orientation, disability, or other protected classifications is strictly prohibited.

Policy Elements

1. Circumstances which necessitate the use of Surveillance Technology.

Legitimate purposes for IPC monitoring in Fleet facilities are:

- Ensuring the safety of individuals, property, and the facility;

- Monitoring of any activity or behavior that seems out of the ordinary;
- Investigation of possible criminal activity;
- The IPC system will not be routinely monitored for purposes of assessing work performance or job competency. However Fleet expressly reserves the right to use all video evidence in conducting any personnel investigation and in imposing appropriate discipline; and/or
- To ensure the proper operation of doors that are controlled remotely and to verify the appropriate and secure use of the building and its public meeting spaces.

2. Training protocols.

All Fleet staff that receive access to these IPC cameras have been or will be trained on the use of the Genetec software and have received this policy.

There is currently no plan to provide access to these cameras to additional staff. If such a need were to arise, these staff would be trained on the use of the cameras and would carefully review this policy and the most recent annual department report on the use of surveillance technology by the Superintendent.

3. Position(s) responsible for the account management and administration of the Surveillance Technology.

The Fleet Service Superintendent is responsible for account management and administration of the Surveillance Technology in partnership with City IT.

4. Position(s) responsible for receiving complaints regarding the Department's use of Surveillance Technology.

The Fleet Service Superintendent is responsible for receiving and reviewing complaints regarding the Department's use of Surveillance Technology. If Superintendent is absent the Operations Manager will be the backup.

5. Process for determining roles and access to Surveillance Technology.

A guiding principle of this process will be to restrict access to these cameras as narrowly as possible while still maintaining safe and successful day-to-day operations as laid out above.

Currently only five Fleet staff have access to these cameras. Fleet Service Superintendent will review this list on an annual basis.

6. Process to ensure access to Surveillance Technology is revoked when employee no longer has job-related need to said access.

By restricting access to this technology up front, Fleet intends to minimize this issue as much as possible.

The Department will verify each time any employee changes positions or ends City employment that no changes are needed to their Surveillance Technology access. Fleet will also review the job-related need for Surveillance Technology access as part of the annual report required by APM 3-17 each year.

7. Position(s) responsible for training staff and reviewing staff access and use of the Surveillance Technology

Fleet Service Superintendent is responsible for staff training, access, and use.

8. Madison Police Department Access.

Fleet will provide the Madison Police Department with immediate access to all data recordings that may constitute evidence of a crime, unless otherwise prohibited by law.

In the event the Department becomes aware that evidence of a crime may be recorded on these IPC cameras, the following procedure will be followed:

- Notify the Fleet Superintendent.
- Staff will contact the Madison Police Department Forensic Services Unit directly to ensure the proper segments of video are preserved for this use.

9. Retention Period.

City IT automatically overwrites video on the Genetec system after 14 days. If video is downloaded before it is overwritten, it will be saved securely with the date it was downloaded included in the file name. Unless downloaded footage is required for any legal or program purpose, including open records requests, evidence, claims or litigation holds, the record will be disposed according to the City's records retention and disposition schedule.

10. Privacy.

All camera locations were carefully considered during the design process to ensure that they cannot be used to monitor the interior of interior dwelling where a reasonable expectation of privacy exists. No private dwellings are visible from these cameras. No restrooms, locker rooms, or private offices are visible from these cameras. The cameras are all in common areas of the building, and the cameras do not have audio recording capability.

11. Procedures for ensuring that records are not destroyed during the pendency of any public records request, investigation or civil or criminal litigation.

During the investigation of a possible commission of a crime, Fleet staff will save and share all requested footage with the Madison Police Department Forensic Services Unit. The Madison Police Department is then responsible for maintaining the necessary records for those investigations.

In the case of a valid request for these files that does not involve the Madison Police Department, footage will be saved according to the City's records retention and disposition schedule. Prior to disposing of any files that qualify for disposition, the Fleet Service Records Custodian will confirm that the file is no longer required for any legal or program purpose.

City of Madison, Wisconsin

Human Resources Department

Annual Surveillance Technology Report

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Introduction

Summary

The Human Resources Department does not use Surveillance Technology as defined in MGO23.63.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.
(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:
    1. An inventory of current Surveillance Technology and the applicable policies;
    2. How the Department has used the data collected by its Surveillance Technology;
    3. How any Surveillance Data is being shared with other entities;
    4. How well Surveillance Data management protocols are safeguarding individual information; and
    5. Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.
(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
	N/A - No surveillance technologies were utilized or reviewed by the HR Department		

Usage of Surveillance Technology

Surveillance Data Usage

The Human Resources Department has no Surveillance Technology currently in use.

Sharing Data with Other Entities

The Human Resources Department has no Surveillance Technology currently in use.

Safeguarding Individual Information

The Human Resources Department has no Surveillance Technology currently in use.

Complaints or Concerns

The Human Resources Department has no Surveillance Technology currently in use.

Appendix A: Supporting Policies

The Human Resources Department has no Surveillance Technology currently in use.

City of Madison, Wisconsin

Information Technology

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Introduction

Summary

The City of Madison Information Technology (IT) Department uses digital security cameras to secure and protect our secure facilities. For the reporting year (June 30, 2025 – June 30, 2026), we added additional security cameras to IT Closets and other IT facilities during reconstruction or construction projects. All security cameras listed in our report are used for monitoring incidents and identifying when city staff or contractors are requesting access to IT secure spaces that are behind key scan access.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by IT that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item (Camera)	Description	Location	Type
Security Camera: IT GA2	Inside GA2 to monitor IT equipment	CCB GA2 - Inside data center	Panoramic
Security Camera: IT GA4 Back Door	Inside GA4 to monitor IT equipment	CCB GA4 - Back door entrance	Fixed
Security Camera: IT GA4 Data Center 1	Inside data center to monitor IT equipment	CCB GA4 - Inside data center	Fixed
Security Camera: IT GA4 Data Center 2	Inside data center to monitor IT equipment	CCB GA4 - Inside data center	Fixed
Security Camera: IT GA4 Data Center 3	Inside data center to monitor IT equipment	CCB GA4 - Inside data center	Fixed
Security Camera: IT GA4 Entry	Inside data center to monitor IT equipment	CCB GA4 - Main entrance	Panoramic
Security Camera: IT GA4 Storage	Inside data center to monitor IT equipment	CCB GA4 - Storage Area	PTZ
Doorbell Camera: IT Help Desk Back Hall	Cameras are used as part of the doorbell system so that we can see who is at the back entrance	CCB Room 500 – Back Hallway Entrance	Fixed
Doorbell Camera: IT Help Desk Front Entrance	Cameras are used as part of the doorbell system so that we can see who is at the front doors.	CCB Room 500 – Main Entrance	Fixed

Reviewed Item (Camera)	Description	Location	Type
Security Camera: IT Public Market Data Closet	Front of rack view and door entry to monitor IT equipment	Network Closet at Madison Public Market (202 N. First Street)	Fixed
Security Camera: IT Water NOC 1	Inside data center to monitor IT equipment	Water Utility Data Center	PTZ
Security Camera: IT GA2	Inside GA2 to monitor IT equipment	CCB GA2 - Inside data center	Panoramic

Usage of Surveillance Technology

Surveillance Data Usage

The security cameras are used ONLY for review of incidents that may occur in those areas such as damage, theft or unauthorized access The doorbell devices in at the Help Desk front door and back door, CCB Room 500, and the IT Main Office, CCB 525 Suite, are used to identify customers for entrance to each area who may not have authorized access from the City's card access system.

Sharing Data with Other Entities

Data is not shared with entities except for use as a part of an investigation. If there was an investigation it might be initiated by IT or the Madison Police Department in the event of damage, theft or unauthorized access to facilities.

Safeguarding Individual Information

IT is not collecting any individual information with our camera usage. These cameras are solely used for monitoring incidents and identifying when customers are requesting access to an area.

Complaints or Concerns

IT has not received any complaints or concerns related to its usage of surveillance technology.

Appendix A: Supporting Policies

We reference APM 3-17 and Madison General Ordinance (MGO) Section 23.63 to support our work.

City of Madison, Wisconsin

Library

Annual Surveillance Technology Report

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Introduction

Summary

Madison Public Library uses our camera system to help ensure our customers and staff have a safe environment in which to use library services and to enforce our behavior policy.

We added security cameras to our Hawthorne Library on 6/30/25 and Lakeview Library on 7/7/25.

We have no changes to our current policies.

Madison Public Library receives occasional questions about what is covered by surveillance but has received zero formal complaints regarding our use of surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Security Camera	**Fixed security cameras at Library locations**	**Central Library** **201 W. Mifflin St.** **Alicia Ashman Library** **733 N High Point Rd.** **Goodman South Madison Library** **2222 S. Park St.** **Hawthorne Library** **2707 E Washington Ave.** **Lakeview Library** **2845 N Sherman Ave.** **Meadowridge Library** **5726 Raymond Rd.** **Pinney Library** **516 Cottage Grove Rd.**	**Fixed and PTZ Cameras of varied resolution.**
Security Camera	**Fixed outdoor camera for voting drop box outside Goodman South Madison Library**	**2222 S. Park St.**	**1 Fixed Camera**

Usage of Surveillance Technology

Surveillance Data Usage

The Library uses screen shots from video to later identify subjects who may have violated the Library's Behavior Policy. This information is then shared with other employees so employees can identify potential security or behavior issues.

Sharing Data with Other Entities

The Library only shares data internally with authorized staff. If law enforcement needs access to these files, a Library manager is consulted and if appropriate, a file can be provided via Genetec provided by City IT or a screenshot can be shared with law enforcement in person.

Safeguarding Individual Information

Data can only be accessed by authorized Library account holders. Currently only Library managers and Central Security staff can access. Audit logs are provided to management every quarter to review user behavior.

Complaints or Concerns

Madison Public Library receives occasional questions about what is covered by surveillance but has received zero formal complaints regarding our use of surveillance technology.

Appendix A: Supporting Policies

Employee Security Camera Training Acknowledgement Form

I _____ received security camera training on _____ and have read and understand APM 3-9: Appropriate Use of Computer Network Resources.

I also acknowledge that with the responsibility of being granted access to MPL's security cameras I will adhere to the following guidelines:

- A supervisor must be notified and provide approval before accessing footage. Security staff at Central can also access footage that is necessary to confirm or document a behavior incident.
- Cameras are only to be used to supplement incident reports or in the event of an appropriate police request.
- Sharing images or video outside of MPL's incident reports or police requests is strictly prohibited.
- Cameras are not to be moved or adjusted.
- Employees should not share their security credentials with others.
- Staff who fail to maintain the above may be subject to discipline.

_____

Signature/Date

City of Madison, Wisconsin

Mayor's Office

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Introduction

Summary

Monona Terrace uses our camera system to help ensure our customers, guests and staff have a safe environment to meet, visit and work.

Technology changes this year have only been replacement of failed cameras.

We have no changes to our current policies.

Monona Terrace has received zero complaints regarding our surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Suite 403 dome security camera	Camera to allow staff to see who is entering	Suite 403 - near front desk	camera

Usage of Surveillance Technology

Surveillance Data Usage

The camera near the front desk of 403 is for security. It allows other staff to see who is entering and if front desk staff need assistance.

Sharing Data with Other Entities

Our understanding is that data is not shared with other entities except for use as part of an investigation. This camera is used for live situations, should the need arise.

Safeguarding Individual Information

The Mayor's Office is not collecting any individual information with our camera usage. These cameras are solely used for monitoring incidents and identifying when customers are requesting access to an area.

Complaints or Concerns

Appendix A: Supporting Policies

2026 Annual Surveillance Technology Report

City of Madison, Wisconsin

metro transit

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Introduction

Summary

Metro Transit has made changes and additions to its surveillance systems in the last calendar year.

- All on-board bus video recording systems have been updated to replace obsolete equipment. These systems utilize existing cameras but the digital video recorders have been upgraded.
- The Hanson Rd. facility construction was completed including the installation of cameras on the exterior, interior, bus storage, and maintenance areas.
- Administration, Operations, Maintenance, and Bus storage facility cameras have been transitioned to the Genetec System supported and maintained by City IT.
- BRT station construction has been completed with the installation of cameras at the stations.

Below is a list of all technologies, cameras, locations, and recording software utilized by Metro. Appendix A contains the policy Metro has developed outlining technology types, usage, record sharing, record retention, and levels of access.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
ME1S.Ingersoll St. Compactor Shed	Exterior fixed camera using Genetec	South Side of garage pointed toward trash compactor area	Camera
ME1S.Ingersoll St. E. Washington 1	Exterior Fixed camera using Genetec	East Wash garage wall between Few and Ingersoll	Camera
ME1S.Ingersoll St. E. Washington 2	Exterior fixed camera using Genetec	East Wash garage wall N of Few St.	Camera
ME1S. Ingersoll St. E. Washinton Smoke Area	Exterior fixed camera using Genetec	Outdoor break area near E. Wash and Ingersoll	Camera
ME1S. Ingersoll St. Exterior 1	Exterior fixed camera using Genetec	West side of building between E. Wash and Main St. (1st driveway)	Camera
ME1S. Ingersoll St. Overhead Doors Center	Exterior fixed camera using Genetec	West side of building above service lane entrance doors	Camera
ME1S. Ingersoll St. Overhead Doors Left	Exterior fixed camera using Genetec	West Side of building above service lane entrance doors	Camera
ME1S. Ingersoll St. Overhead Doors Right	Exterior fixed camera using Genetec	West Side of building above service lane entrance doors	Camera
ME1S. Ingersoll St. Parking Aisle 1	Exterior fixed camera using Genetec	South side of building pointed toward yard/employee parking lot	Camera
ME1S. Ingersoll St. Parking Aisle 2	Exterior fixed camera using Genetec	South side of building pointed toward employee parking lot	Camera
ME1S. Ingersoll St. Parking Aisle 3	Exterior fixed camera using Genetec	South side of building pointed toward employee parking lot	Camera
ME1S. Ingersoll St. Roof Solar Panels	Exterior fixed camera using Genetec	SE corner of Ingersoll garage roof pointed toward NW corner	Camera
ME1S. Ingersoll St. Yard 1	Exterior fixed camera using Genetec	South side of building pointed toward the yard area	Camera
ME1S. Ingersoll St. Yard 2	Exterior fixed camera using Genetec	South side of building pointed toward the yard area	Camera
ME1S. Ingersoll St. Yard 3	Exterior PTZ camera using Genetec	West side of building pointed toward the yard area	Camera
ME1S. Ingersoll St. Dispatch A	Interior fixed camera using Genetec	Dispatch window	Camera
ME1S. Ingersoll St. Dispatch B	Interior fixed camera using Genetec	Dispatch window	Camera
ME1S. Ingersoll St. Driver Room A	Interior fixed camera using Genetec	Upstairs training room	Camera
ME1S. Ingersoll St. Driver Room B	Interior fixed camera using Genetec	Upstairs common hallway	Camera
ME1S. Ingersoll St. General Break Room A	Interior fixed camera using Genetec	General breakroom	Camera

ME1S. Ingersoll St. General Break Room C	Interior fixed camera using Genetec	General breakroom	Camera
ME1S. Ingersoll St. General Break Room Quad	Interior fixed camera using Genetec	General breakroom 360 camera (Quad view)	Camera
ME1S. Ingersoll St. General Break Room Sphere	Interior fixed camera using Genetec	General breakroom 360 camera (Sphere view)	Camera
ME1 S. Ingersoll St. Greeting Area	Interior fixed camera using Genetec	Entrance to general breakroom from dispatch/shop area	Camera
ME1S. Ingersoll St. Hallway B	Interior fixed camera using Genetec	Common hallway	Camera
ME1S. Ingersoll St. Hallway C	Interior fixed camera using Genetec	Common hallway	Camera
ME1S. Ingersoll St. Mechanic Room	Interior fixed camera using Genetec	Upstairs mechanic breakroom	Camera
ME1S. Ingersoll St. Radio	Interior fixed camera using Genetec	Dispatch radio comm. Room	Camera
ME1S. Ingersoll St. Subcontractor Room	Interior fixed camera using Genetec	Small interior storage room	Camera
ME1S. Ingersoll St. BG Shop	Interior fixed camera using Genetec	Interior maintenance equipment storage/shop room	Camera
ME1S. Ingersoll St. Engine Shop A	Interior fixed camera using Genetec	Ingersoll engine shop	Camera
ME1S. Ingersoll St. Engine Shop B	Interior fixed camera using Genetec	Ingersoll engine shop	Camera
ME1S. Ingersoll St. Hallway PTZ	Interior PTZ camera using Genetec	Ingersoll main shop inside door 1	Camera
ME1S. Ingersoll St. Maint B 1	Interior fixed camera using Genetec	Ingersoll maintenance B shop	Camera
ME1S. Ingersoll St. Maint B 2	Interior fixed camera using Genetec	Ingersoll maintenance B shop	Camera
ME1S. Ingersoll St. Seat Shop	Interior fixed Camera using Genetec	Ingersoll seat shop	Camera
ME1S. Ingersoll St. Shop 01	Interior fixed camera using Genetec	Ingersoll main shop	Camera
ME1S. Ingersoll St. Shop 02	Interior fixed camera using Genetec	Ingersoll main shop door 1	Camera
ME1S. Ingersoll St. Tool Room	Interior fixed camera using Genetec	Interior maintenance storage room	Camera
ME1S. Ingersoll St. Bus Storage A	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage B	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage C	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage D	Interior fixed camera using Genetec	Ingersoll bus storage	Camera

ME1S. Ingersoll St. Bus Storage E	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage F	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage G	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage H	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Bus Storage I	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Door 4	Interior fixed camera using Genetec	Ingersoll bus storage entrance	Camera
ME1S. Ingersoll St. HVAC Entrance	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. SE Area	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Shop 03	Interior fixed camera using Genetec	Ingersoll main shop	Camera
ME1S. Ingersoll St. Shop 04	Interior fixed camera using Genetec	Ingersoll main shop	Camera
ME1S. Ingersoll St. Shop 05	Interior fixed camera using Genetec	Ingersoll main shop	Camera
ME1S. Ingersoll St. Storage	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll Wash Rack Exit	Interior fixed camera using Genetec	Ingersoll bus storage	Camera
ME1S. Ingersoll St. Cash Room	Interior fixed camera using Genetec	Ingersoll cash handling room	Camera
ME1S. Ingersoll St. Cash Handling Room New	Exterior fixed camera using Genetec	Ingersoll cash handling room	Camera
ME1S. Ingersoll St. Service Lane Wash Exit	Interior fixed camera using Genetec	Service lane exit to bus storage	Camera
ME1S. Ingersoll St. Vault 1	Interior fixed camera using Genetec	Ingersoll service lane	Camera
ME1S. Ingersoll St. Vault 2	Interior fixed camera using Genetec	Ingersoll service lane	Camera
ME1S. Ingersoll St. Wash Lane 1	Interior fixed camera using Genetec	Ingersoll service lane	Camera
ME1S. Ingersoll St. Wash Lane 2	Interior fixed camera using Genetec	Ingersoll service lane	Camera
ME1S. Ingersoll St. Wash Rack Equipment	Interior fixed camera using Genetec	Ingersoll wash rack control room	Camera
ME1S. Ingersoll E. Washington Ave. Entrance 4	Interior fixed camera using Genetec	E. Wash entrance door to bus storage	Camera
ME1S. Ingersoll St. E. Washington Ave. Entrance 2	Interior fixed camera using Genetec	E. Wash entrance door to bus storage	Camera

ME1S. Ingersoll E. Washington Ave. Entrance 3	Interior fixed camera using Genetec	E Wash entrance door to bus storage	Camera
ME1S. Ingersoll E. Washington Ave. Entrance 5	Interior fixed camera using Genetec	E Wash entrance door to bus storage	Camera
ME1S. Ingersoll E. Washington Ave. Entrance 6	Interior fixed camera using Genetec	E Wash entrance door to bus storage	Camera
ME1S. Ingersoll St. Vestibule	Interior fixed camera using Genetec	Ingersoll St. entrance vestibule	Camera
ME1S. Ingersoll St. Boiler Room	Interior PTZ camera using Genetec	Ingersoll boiler room	Camera
ME1S. Ingersoll St. Fire Alarm Control Panel	Interior fixed camera using Genetec	Ingersoll control panel room	Camera
ME1S. Ingersoll St. Tank Room	Interior fixed camera using Genetec	Ingersoll service lane	Camera
ME 1245 West Reception B	Interior fixed camera using Genetec	1245 Reception Window	Camera
ME 1245 West Reception A	Interior fixed camera using Exacqvison	1245 Reception Window	Camera
ME 1245 West Hallway A	Interior fixed camera using Genetec	1245 Common Hallway	Camera
ME 1245 West Hallway B	Interior fixed camera using Genetec	1245 Common Hallway	Camera
ME 1245 CSC Overview	Interior fixed camera using Genetec	1245 Customer Service Call Center	Camera
ME 1245 Finance Hall	Interior fixed camera using Genetec	1245 Hallway near Finance department	Camera
ME 1245 West Downstairs	Interior fixed camera using Genetec	1245 lower level near vending machine	Camera
ME 1245 East Hallway A	Interior fixed camera using Genetec	1245 Common Hallway	Camera
ME 1245 East Hallway B	Interior fixed camera using Genetec	1245 Common Hallway	Camera
ME 1245 Lost and Found A	Interior fixed camera using Genetec	1245 Lost and Found Room	Camera
ME 1245 Lost and Found B	Interior fixed camera using Genetec	1245 Lost and Found Room	Camera
ME 1245 Reception C	Interior fixed camera using Genetec	1245 Reception Window	Camera
ME 1245 Reception D	Interior fixed camera using Genetec	1245 Reception Window	Camera
ME 1245 East Mens Rm Exit	Interior fixed camera using Genetec	1245 Exit Hall near mens room	Camera
ME 1245 Reception A	Fixed audio using Genetec	1245 Reception Window	Microphone
ME 3829 Hanson Rd. Breakroom A	Interior fixed camera using Genetec	Employee breakroom	Camera

ME 3829 Hanson Rd. Breakroom B	Interior fixed camera using Genetec	Employee breakroom	Camera
ME 3829 Hanson Rd. Breakroom C	Interior fixed camera using Genetec	Employee breakroom	Camera
ME 3829 Hanson Rd. Buildings and Grounds A	Interior fixed camera using Genetec	Building and Grounds storage	Camera
ME 3829 Hanson Rd. Building and Grounds B	Interior fixed camera using Genetec	Building and Grounds storage	Camera
ME 3829 Hanson Rd. Building and Grounds C	Interior fixed camera using Genetec	Building and Grounds storage	Camera
ME 3829 Hanson Rd. Building and Grounds D	Interior fixed camera using Genetec	Building and Grounds storage	Camera
ME 3829 Hanson Rd. Bus Lane 1	Interior fixed camera using Genetec	Maintenance drive aisle	Camera
ME 3829 Hanson Rd. Bus Lane 2	Interior fixed camera using Genetec	Maintenance drive aisle	Camera
ME 3829 Hanson Rd. Bus Lane 3	Interior fixed camera using Genetec	Maintenance drive aisle	Camera
ME 3829 Hanson Rd. Bus Lane 4	Interior fixed camera using Genetec	Maintenance drive aisle	Camera
ME 3829 Hanson Rd. Entrance/Exit	Interior fixed camera using Genetec	Employee entrance/exit	Camera
ME 3829 Hanson Rd. Exterior 2 NE- Camera 01	Exterior fixed camera using Genetec	Driveway gate	Camera
ME 3829 Hanson Rd. Exterior 2 NE- Camera 02	Exterior fixed camera using Genetec	Driveway inside gate	Camera
ME 3829 Hanson Rd. Exterior 2 NE- Camera 03	Exterior fixed camera using Genetec	Driveway along east side of building North to South	Camera
ME 3829 Hanson Rd. Exterior 2 NE- Camera 04	Exterior fixed camera using Genetec	Fuel island, northside of building, part of employee parking lot	Camera
ME 3829 Hanson Rd. Exterior NE	Exterior fixed camera using Genetec	Driveway along east side of building South to North	Camera
ME 3829 Hanson Rd. Exterior NW	Exterior fixed camera using Genetec	North side of building with employee parking and fuel island	Camera
ME 3829 Hanson Rd. Exterior SE	Exterior fixed camera using Genetec	East side of building facing south	Camera
ME 3829 Hanson Rd. Exterior South	Exterior fixed camera using Genetec	South side of building/driveway	Camera
ME 3829 Hanson Rd. Exterior West	Exterior fixed camera using Genetec	West side of building/training area/driveway	Camera
ME 3829 Hanson Rd. Office Corridor Camera - 01	Interior fixed camera using Genetec	Main employee hallway between shop and office/breakrooms	Camera
ME 3829 Hanson Rd. Office Corridor Camera - 02	Interior fixed camera using Genetec	Main employee hallway between shop and office/breakrooms	Camera
ME 3829 Hanson Rd. Parts Storage Door	Interior fixed camera using Genetec	Parts department storage area	Camera

ME 3901 Hanson Bus Entrance Exterior	Exterior fixed camera using Genetec	Facing east side of building from light pole. Showing main bus entrance to garage	Camera
ME 3901 Hanson Bus Exit Exterior	Exterior fixed camera using Genetec	Facing east side of building from light pole. Showing main bus exit door from garage	Camera
ME 3901 Hanson Rd. Break Room A	Interior fixed camera using Genetec	Maintenance employee break room	Camera
ME 3901 Hanson Rd. Break Room B	Interior fixed camera using Genetec	Maintenance employee break room	Camera
ME 3901 Hanson Rd. Dispatch A	Interior fixed camera using Genetec	Operations dispatch room	Camera
ME 3901 Hanson Rd. Dispatch B	Interior fixed camera using Genetec	Operations dispatch room	Camera
ME 3901 Hanson Rd. Dispatch Vestibule	Interior fixed camera using Genetec	Operations dispatch driver check-in vestibule	Camera
ME 3901 Hanson Rd. Entrance/Exit	Interior fixed camera using Genetec	Operations dispatch vestibule driver entrance/exit	Camera
ME 3901 Hanson Rd. Exterior NE	Exterior fixed camera using Genetec	East side of building facing bus drive aisle/approach to charger	Camera
ME 3901 Hanson Rd. Exterior NW	Exterior fixed camera using Genetec	Employee parking lot/bus drive aisle	Camera
ME 3901 Hanson Rd. Exterior SE	Exterior fixed camera using Genetec	Charger, bus drive aisle	Camera
ME 3901 Hanson Rd. Exterior South	Exterior fixed camera using Genetec	South side of building, training platform, bus drive aisle	Camera
ME 3901 Hanson Rd. Gate/Parking Lot A	Exterior fixed camera using Genetec	Bus entrance/exit gate, staff car parking, employee parking lot	Camera
ME 3901 Hanson Rd. Gate/Parking Lot B	Exterior fixed camera using Genetec	Staff car parking, Bus drive aisle, garage entrance driveway	Camera
ME 3901 Hanson Rd. Gate/Parking Lot C	Exterior fixed camera using Genetec	Employee parking lot	Camera
ME 3901 Hanson Rd. Gate/Parking Lot D	Exterior fixed camera using Genetec	Employee parking lot	Camera
ME 3901 Hanson Rd. Hallway	Interior fixed camera using Genetec	Employee entrance/exit/hallway	Camera
ME 3901 Hanson Rd. Interior 1 NW	Interior fixed camera using Genetec	Bus storage area	Camera
ME 3901 Hanson Rd. Interior 2 SW	Interior fixed camera using Genetec	Bus storage area	Camera
ME 3901 Hanson Rd. Interior 3 N	Interior fixed camera using Genetec	Bus storage area	Camera
ME 3901 Hanson Rd. Interior 4 Bus Entrance	Interior fixed camera using Genetec	Bus storage entrance door	Camera
ME 3901 Hanson Rd. Interior 5 Bus Exit	Interior fixed camera using Genetec	Bus storage exit door	Camera
ME 3901 Hanson Rd. Interior S	Interior fixed camera using Genetec	Bus storage	Camera
ME 3901 Hanson Rd. Lounge A	Interior fixed camera using Genetec	Driver lounge/break room	Camera

ME 3901 Hanson Rd. Lounge B	Interior fixed camera using Genetec	Driver lounge/break room	Camera
ME 3901 Hanson Rd. Money Room Entrance/Exit	Interior fixed camera using Genetec	Money sorting/storage room	Camera
ME 3901 Hanson Rd. Money Room Overhead	Interior fixed camera using Genetec	Money sorting/storage room	Camera
ME 3901 Hanson Rd. Service Lane A	Interior fixed camera using Genetec	Bus service lane	Camera
ME 3901 Hanson Rd. Service Lane B	Interior fixed camera using Genetec	Bus service lane	Camera
ME 3901 Hanson Rd. W Exterior	Exterior fixed camera using Genetec	Bus drive aisle	Camera
	2 BRT Station Fixed Cameras using AXIS	JUNCTION Bay 1	Camera
	2 BRT Station Fixed Cameras using AXIS	JUNCTION Bay 2	Camera
	2 BRT Station Fixed Cameras using AXIS	HIGH POINT (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	WESTFIELD (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	GRAND CANYON (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	ISLAND (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	ROSA (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	WHITNEY-MINERAL POINT (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	REGENT-WHITNEY (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	EAU CLAIRE (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	SEGOE (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	SEGOE (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	MIDVALE (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	SHOREWOOD (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	UNIVERSITY BAY (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	ORCHARD (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	ORCHARD (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	EAST CAMPUS	Camera

	2 BRT Station Fixed Cameras using AXIS	EAST CAMPUS	Camera
	2 BRT Station Fixed Cameras using AXIS	EAST CAMPUS	Camera
	2 BRT Station Fixed Cameras using AXIS	STATE STREET (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	STATE STREET (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	CAPITOL SQUARE (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	CAPITOL SQUARE (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	BLAIR (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	PATERSON (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	BALDWIN (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	FIRST STREET (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	FOURTH STREET (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	MILWAUKEE-NORTH (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	MILWAUKEE-NORTH (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	MARQUETTE (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	MELVIN-RETHKE (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	WRIGHT-FAIR OAKS (center running)	Camera
	2 BRT Station Fixed Cameras using AXIS	ANDERSON-WRIGHT (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	ANDERSON-WRIGHT (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	MENDOTA (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	MENDOTA (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	THIERER-PORTAGE (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	THIERER-PORTAGE (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	INDEPENDENCE (Eastbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	INDEPENDENCE (Westbound)	Camera
	2 BRT Station Fixed Cameras using AXIS	EAST SPRINGS (Eastbound)	Camera

	2 BRT Station Fixed Cameras using AXIS	EAST SPRINGS (Westbound)	Camera
Smart Record	Phone recording software	266-4466, 267-8760, 267-8761, 267-8781 are recorded phone lines	Software
Apollo	Bus Video Recorder	78 buses utilize this system. Each bus has 6 fixed cameras. 4 interior, 2 exterior. Each interior camera is equipped with a microphone.	Video recording system with cameras and audio
Apollo	Bus Video Recorder	16 buses utilize this system. Each bus has 8 fixed cameras. 4 interior and 4 exterior. Each interior camera is equipped with a microphone	Video recording system with cameras and audio
Apollo	Bus Video Recorder	95 buses utilize this system. Each bus has 11 cameras. 4 exterior and 7 interior. Each interior camera is equipped with a microphone	Video recording system with cameras and audio

Usage of Surveillance Technology

Surveillance Data Usage

Bus Video/Audio Recording Systems – Each revenue service vehicle is equipped with a digital video recorder (DVR), cameras, and microphones. The data is utilized on an as needed basis to investigate accidents, customer feedback, passenger count verification, and security incident investigation. Video and audio recordings are not reviewed or saved without merit to do so. Bus video data is overwritten unless pulled and saved.

Facility Video/Audio Recording Systems – Metro facilities are equipped with cameras both in public and non-public areas. Complete access with rights to save is only granted to a small group of management employees identified in the Metro Security Camera Surveillance Policy. Frontline supervisors have rights to common area and exterior facility cameras with live view rights but cannot create or save clips. Facility video/audio is reviewed and/or saved only when warranted. It is utilized to resolve disputes, employee misconduct investigations, security incident investigations, and accident investigations in and around Metro facilities. Common areas such as entrances, exits, hallways, exteriors, and parking lots may be live monitored for security purposes.

Phone Recording Systems – Metro utilizes recorded phone lines both internally and externally. The publicly distributed customer service phone line is recorded as well as the operations and maintenance internal phone numbers utilized by employees. Phone calls are only reviewed or accessed when warranted to resolve disputes or to verify the correct information was provided. The customer service supervisory staff may utilize phone recordings in coaching of customer service representatives.

Sharing Data with Other Entities

Bus Video/Audio Recording Systems – Clips created from bus video systems are shared with other government entities upon request. Metro has an established method of sharing with the school district, labor union, local law enforcement agencies, city attorney's office, work comp insurance carrier, and its vehicle insurance carrier. This insures timely investigation and conclusion of incidents and/or accidents that occur in and around buses.

Facility Video/Audio Recording Systems – Metro utilizes the same methods of sharing clips upon request from other governmental agencies and insurance partners as with bus video clips.

Phone Recording Systems – Metro would utilize the same methods of sharing phone recording clips upon request from other governmental agencies and insurance partners as with bus video clips.

***Requests for video or recordings from the general public, media, employees, outside insurance companies, government agencies that do not have an active relationship with Metro Transit, and all other video requests outside of established sharing relationships would be vetted by the Records Custodian before release.

Safeguarding Individual Information

All surveillance records are stored and secured in established location on a video server. This server is protected by City IT network security systems.

Complaints or Concerns

Metro Transit has not directly received any complaints or concerns regarding video surveillance systems.

Appendix A: Supporting Policies

Metro Security Camera Surveillance Policy

Objectives

The primary objective of having video surveillance is to document what transpires when events occur that threaten the safety of customers and/or employees of the transit system. The installation of cameras, with signage alerting customers and employees, has also been a deterrent to disruptive behavior and provides a sense of security to riders and employees. In the case of personal injury accidents, a video record validates the facts.

Locations

Metro Transit has security surveillance cameras at bus rapid transit stations, in buses, in the operations, maintenance, storage, and administration facilities.

- All bus rapid transit stations are equipped with security cameras. Footage is available in real-time via wireless connection to Metro staff and to the Madison Police Department.

- On-board video and audio surveillance equipment is installed on the entire fleet of revenue service vehicles.

- Facility cameras are located at 1245 E. Washington Ave, 1 South Ingersoll Street, 3901 Hanson Road, and 3829 Hanson Road in the following areas:

    - Common areas such as hallways, employee parking lots, building exteriors, bus storage and entrances, service lanes and maintenance areas, dispatch offices, breakrooms, and customer service center.
    - The cash-handling room where cash is counted and sorted from bus fare is also equipped with cameras.

- Cameras provide security for employees at the building entrances and other public areas. Footage is also used to resolve disputes and review incidents that may have occurred.

- There is signage in all locations providing notice that video (and audio on the buses) surveillance is present.

Viewing/Downloading Footage

Bus video systems

Bus video systems use digital video recorders (DVR) to store information. To access the footage, it may be viewed live via a secure cellular connection, segments of footage may be wirelessly downloaded for review, or the hard drive is pulled, and footage is reviewed. If bus video is not downloaded and retained, all data will be overwritten when the hard drive reaches capacity. If it is required to review multiple buses to search for an event, footage found to be irrelevant or reviewed as part of a process of elimination, may not be retained. Footage is not live viewed or reviewed without a purpose or reason to do so.

Facility video systems

Facility video systems are connected to the enterprise system maintained and supported by the City Information Technology department. Footage is viewed live, reviewed, and downloaded utilizing software provided by City IT on a secure network connection. If facility video is not downloaded and retained, all data will be overwritten in 14 days per APM 3-9 (Attachment C). Footage is not live viewed or reviewed without a purpose or reason to do so.

Bus Rapid Transit Station Systems

Bus Rapid Transit Station Systems utilize a digital video recorder to store information. Station footage may be accessed live, reviewed, and downloaded via a secure cellular connection. Footage is not live viewed or reviewed without a purpose to do so.

Access to Storage

Retained video records are accessed for investigatory, training, coaching, and record sharing purposes only. Records are only accessed and reviewed by individuals directly involved with an investigation, training, or records request.

- For safety and/or security incidents, facility, station, and bus video surveillance records are shared with individuals directly involved in investigating and following up on the incident. This includes Metro management and supervisory staff, law enforcement officials, school officials, the City's insurance company, the bus operator, union officials, the offending individual, and others who may be directly involved in responding to the behavior.

  Metro Transit Rules of Conduct call for police intervention, arrest and/or prosecution in situations in which an individual's actions present an imminent

danger to the life or safety of him/herself or others, or to Metro property. Video evidence is particularly useful in enlisting police and prosecutorial support to enforce the policy in these emergency situations.

- Bus, station, and facility cameras may be utilized to investigate and resolve both internal and external complaints regarding employee behavior, disputes, or other related incidents. Metro management and supervisory staff have access to these systems and associated records.

- Bus video images may be used to monitor ride loads, boarding activity, and other planning purposes. Video access may be granted to Metro planning staff for this purpose.

- The on-board bus video is also used for training purposes. The ability to develop training videos showing our own operators handling real-life situations has been an excellent training tool. Metro Driver Instructors access the on-board video record created by management. Driver Instructors are not allowed to have access to pull hard drives or review facility cameras. This type of footage is displayed to employees in training. Metro management will gain the consent of known individuals shown in the footage before utilization in training sessions. The training specialist may request access to clips relevant to trainings. Requests will be reviewed by management who will determine whether relevant clips exist and appropriate for training sessions.

Levels of Access

- On-board bus video systems – Full access (live, review, save, storage)
  - General Manager
  - Unit chiefs
  - Operations managers
  - Maintenance managers
  - Operations supervisors
  - Metro IT manager/staff specialists
- On-board bus video systems – Review only access (review, save, storage)
  - Maintenance supervisors
  - Planning unit staff
  - Customer service manager and supervisor
  - Records custodian
  - Safety and security coordinator
- BRT station video systems – Full access (live, review, save, storage)
  - General Manager
  - Unit chiefs
  - Operations managers

    - Maintenance managers
    - Operations supervisors
    - Maintenance supervisors
    - Metro IT manager/staff specialists
    - Safety and security coordinator
- Facility video systems – Full access (all camera views, live, review, save, storage)
    - General manager
    - Unit chiefs
    - Operations managers
    - Maintenance managers
    - Metro IT manager/staff specialists
    - Safety and security coordinator
- Facility video systems – Restricted access (limited common area camera views, live, review)
    - Operations supervisors
    - Maintenance supervisors

System Usage

Video systems are utilized for investigative purposes in resolving employee related issues. Metro does not conduct random surveillance, video ride checks, or utilize video to monitor employee performance.

Metro staff may live monitor facility common areas for employee safety and security purposes or in the event of an emergency. These areas include but are not limited to:

- Employee parking lots
- Hallways
- Bus storage areas
- Building exterior camera views
- Building entrances and exits

Metro staff may live monitor BRT stations for passenger volume, safety and security, and other service-related reasons.

Metro staff may live monitor buses during a reported incident, accident, or traffic problem to communicate with emergency responders, road supervisors, or to otherwise aid the bus operator. Bus operators will be notified when live monitoring is taking place. Live monitoring will be terminated after the incident is resolved.

Oversight

The general manager or designee is responsible for designating a video oversight and compliance manager for each unit utilizing video systems. These individuals will be responsible for ensuring new and current employees within their unit have read and signed off on this policy, are trained to proficiency, and are utilizing the video systems in compliance with this policy and City video surveillance rules.

- Video surveillance system access determinations are made by Metro senior management based on business needs, public and employee safety and security needs, and position roles and responsibilities.
- Designated video oversight and compliance managers are trained and responsible for receiving and investigating complaints regarding surveillance technology usage. Unit chiefs will be made aware of any complaints and investigation processes following.
- Designated video oversight and compliance managers are responsible for training new and current staff to be proficient in software usage, record retention, and system usage rules and policies.
- Designated video oversight and compliance managers are responsible for reviewing access and the usage of surveillance technology systems.

Public Records

- In consultation with the City Attorney's office and insurance company, Metro will maintain, as a public record, records downloaded from the recorders in accordance with the video record retention policy outlined below.
- In cases where follow-up action is taken, the records will become part of the files for the incident and be maintained in accordance with the video record retention policy outlined below.
- In cases of vehicular accidents, the records provided to our insurance company will be maintained as part of their case file in accordance with their record retention policies.
- The Transit Human Resources Coordinator serves as the open records custodian for Metro Transit. This includes video surveillance records.
- Records are stored on a secure network server maintained by the City of Madison Information Technology Department.

Record Retention Policy:

Category	Default
MPD-MetroVideo	
Transit General Mgr Requests	365 Days
Complaints	365 Days
Misc	365 Days
Pedestrians	365 Days
School School Name	365 Days
Shop Misc	365 Days
Policy/Fare Dispute Strollers	365 Days
Workers Comp	365 Days
Driver Violations	365 Days
Driver Electronic Violations	365 Days
Shop Employee Misconduct	365 Days
Office Employee Misconduct	365 Days
Accidents Fixed Route Paratransit Slip & Fall Bike or Ped Facility	4 Years
Refresher Training	4 Years
Safe Streets	4 Years

Updated January 15, 2009
Updated May 5, 2011
Updated December 17, 2012
Updated March 20, 2014
Updated June 22, 2018 – Phil Gadke – Operations General Supervisor
Updated August 26, 2020 – Phil Gadke – Operations General Supervisor
Updated June 23, 2022 – Justin Maki – Safety Coordinator
Updated June 8th, 2023—Justin Maki—Safety Coordinator
Updated June13th, 2024—Justin Maki—Safety Coordinator
Updated June 18, 2025 – Phil Gadke – Operations Manager
Updated June 30, 2026 – Phil Gadke – Operations Manager

City of Madison, Wisconsin

Monona Terrace

Annual Surveillance Technology Report

2026

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Introduction

Summary

Monona Terrace uses our camera system to help ensure our customers, guests and staff have a safe environment to meet, visit and work.

Technology changes this year have only been replacement of failed cameras.

We have no changes to our current policies.

Monona Terrace has received zero complaints regarding our surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
MT-Level 6 Radar	*Radar unit located on light pole on rooftop. Detects when people cross railing*	*Monona Terrace*	*Radar*
MT Olin Terrace External	*A PTZ Camera mounted on a light pole on Olin Terrace. This camera captures visitors and staff near 5th floor entrance to MT*	*Monona Terrace*	*PTZ Camera*
MT Level2 West Hallway 2	*A fixed-dome camera located in 2W lobby. It Captures visitors and staff that visit the building.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 6 West Roof	*A PTZ Camera located on the "West Drum" It Captures visitors and staff that use the rooftop.*	*Monona Terrace*	*PTZ Camera*

MT Level 6 Rooftop CTR PTZ	*A PTZ Camera located on a light pole. It Captures visitors and staff that use the rooftop.*	*Monona Terrace*	*PTZ Camera*
MT Level 6 Rooftop CTR 360 D	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 6 West Roof" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 6 Rooftop CTR 360 C	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 6 West Roof" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 6 Rooftop CTR 360 B	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 6 West Roof" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*

MT Level 6 Rooftop CTR 360 A	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 6 West Roof" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 6 Rooftop Center West	*A PTZ Camera located on a light pole. It Captures visitors and staff that use the rooftop.*	*Monona Terrace*	*PTZ Camera*
MT Level 6 Rooftop Center Lake	*A PTZ Camera located on a light pole. It Captures visitors and staff that use the rooftop.*	*Monona Terrace*	*PTZ Camera*
MT Level 6 Rooftop Center East	*A PTZ Camera located on a light pole. It Captures visitors and staff that use the rooftop.*	*Monona Terrace*	*PTZ Camera*
MT Level 6 Exterior elevator	*A Fixed camera in a call box. It captures visitors and staff that use the rooftop*	*Monona Terrace*	*Fixed-dome camera*

MT Level 6 Elevator	*A fixed dome camera located near rooftop passenger elevator. It captures staff and visitors who access the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 6 East Roof	*A PTZ Camera located on a light pole. It Captures visitors and staff that use the rooftop.*	*Monona Terrace*	*PTZ Camera*
MT Level 6 East Freight Elevator	*A fixed dome camera located near freight elevators. It captures staff and vendors who access the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 5 West Roof Ramp	*A fixed dome camera located on exterior wall. It captures East roof Ramp and bicycle elevator traffic.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 5 Skywalk	*A fixed dome camera located on Hotel end of Sky Walk. It captures visitors and staff that use the Sky Walk.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 5 Sky Walk Elevator B	*A fixed dome camera located in the Sky Walk Lobby. It captures visitors and staff using stars, elevator, Sky Walk.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 5 Sky Walk Elevator A	*A fixed dome camera located in the Sky Walk Lobby. It captures visitors and staff using stars, elevator, Sky Walk.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 5 Main Ent. West	*A fixed dome camera located in 5th floor main entrance. It captures visitors and staff using this entrance.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 5 Main Ent. East	*A fixed dome camera located in 5th floor main entrance. It captures visitors and staff using this entrance.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 5 East Roof Ramp	*A fixed dome camera located on exterior wall. It captures west roof Ramp.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 West Vending	*A fixed dome camera located on 4th floor vending area. It captures visitors and staff using this entrance.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 West Lecture Hallway	*A fixed dome camera located on 4th lobby outside Lecture Hall and Meeting Rooms. It captures visitors and staff using this entrance.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 West	*A PTZ camera located on 4th floor West. It captures visitors and staff using this entrance.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 Spare Input	*Spare input - No Camera or audio.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 spare input	*Spare input - No Camera or audio.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 North Catering 2	*A fixed dome camera located on 4th floor East catering area. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 North Catering 1	*A fixed dome camera located on 4th floor East catering area. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room R	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room Q	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room P	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room O	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room N	*A fixed dome camera located in Meeting space. It captures*	*Monona Terrace*	*Fixed-dome camera*

	visitors and staff using this room.		
MT Level 4 Meeting Room M	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room L	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Meeting Room K	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Main Ent. West	*A fixed dome camera located in North Hallway. It captures visitors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Main Ent. East	*A fixed dome camera located in North Hallway. It captures visitors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 Lecture Hall B	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Lecture Hall A	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Hol MTG Hallway	*A fixed dome camera located in North Hallway. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Hall of Ideas J	*A fixed dome camera located in North Hallway. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Hall of Ideas I	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Hall of Ideas H	*A fixed dome camera located in Meeting space. It captures*	*Monona Terrace*	*Fixed-dome camera*

	visitors and staff using this room.		
MT Level 4 Hall of Ideas G	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Hall of Ideas F	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Hall of Ideas E PTZ	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 Hall of Ideas E	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Grand View	*A fixed dome camera located in Grand Terrace. It captures visitors and staff using public space.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 Grand Terrace West	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Grand Terrace East	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Grand Terrace	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 Giftshop 4	*A fixed dome camera located in Gift Shop. It captures visitors and staff in the shop.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Giftshop 3	*A fixed dome camera located in Gift Shop. It captures visitors and staff in the shop.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Giftshop 2	*A fixed dome camera located in Gift Shop. It captures visitors and staff in the shop.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 Giftshop 1	*A fixed dome camera located in Gift Shop. It captures visitors and staff in the shop.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 East State Stairs	*A fixed dome camera located on wall in stairwell. It captures visitors and staff in the stairwell*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 East Entrance/Elevator	*A fixed dome camera located in level 4 elevator lobby. It captures visitors and staff entering the building.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 East	*A PTZ camera located on 4th floor East. It captures visitors and staff using this entrance.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 Drive West Entrance	*A fixed dome camera located outside in soffit. It captures visitors and staff on sidewalk and drive through.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 Drive West	*A fixed dome camera located outside in soffit. It captures visitors and staff on sidewalk and drive through.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Drive Thru	*A PTZ camera located outside main entrance level 4. It captures visitors and staff using drive through.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 Drive East	*A fixed dome camera located outside in soffit. It captures visitors and staff on sidewalk and drive through.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ctr West Hallway	*A fixed dome camera located near main entrance. It captures visitors and staff using the North Hallway.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ctr East Hallway	*A fixed dome camera located near main entrance. It captures visitors and staff using the North Hallway.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 4 Catering North Doors	*A fixed dome camera located on 4th floor East catering area. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Catering Elevators	*A fixed dome camera located on 4th floor East catering area. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Cap Prom	*A fixed dome camera located on wall behind elevator. It captures visitors and guests in the capital Promenade.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Bike Elevator	*A fixed dome camera located in soffit. It captures visitors and staff using bike elevator, sidewalk and parking.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ballroom D PTZ	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 4 Ballroom D	*A fixed dome camera located in Meeting space. It captures*	*Monona Terrace*	*Fixed-dome camera*

	visitors and staff using this room.		
MT Level 4 Ballroom C West	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ballroom C	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ballroom B West	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ballroom B	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ballroom A PTZ	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*

MT Level 4 Ballroom A	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 West Hallway Strg B	*A fixed camera located in storage hallway. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 West Hallway Strg A	*A fixed camera located in storage hallway. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 West Hallway Gallery	*A fixed dome camera mounted to ceiling. It captures visitors and staff in gallery.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 Parking Ramp West Right	*A fixed dome camera. This is one of three sensors in this camera. Together it covers 180 degrees. It captures visitors and staff in the parking ramp.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 3 Parking Ramp West Left	*A fixed dome camera. This is one of three sensors in this camera. Together it covers 180 degrees. It captures visitors and staff in the parking ramp.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 Parking Ramp West Center	*A fixed dome camera. This is one of three sensors in this camera. Together it covers 180 degrees. It captures visitors and staff in the parking ramp.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 Parking Ramp East Right	*A fixed dome camera. This is one of three sensors in this camera. Together it covers 180 degrees. It captures visitors and staff in the parking ramp.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 Parking Ramp East Left	*A fixed dome camera. This is one of three sensors in this camera. Together it covers 180 degrees. It captures visitors and staff in the parking ramp.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 3 Parking Ramp East Center	*A fixed dome camera. This is one of three sensors in this camera. Together it covers 180 degrees. It captures visitors and staff in the parking ramp.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 East Hallway PTZ	*A PTZ camera located in 3rd floor storage. It captures vendors and staff using this area.*	*Monona Terrace*	*PTZ Camera*
MT Level 3 East Hallway D	*A fixed camera located in storage hallway. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 East Hallway C	*Spare input - No Camera or audio.*	*Monona Terrace*	*PTZ Camera*
MT Level 3 East Hallway B	*A fixed camera located in storage hallway. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 East Hallway A	*A fixed camera located in storage hallway. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 3 CTR Entrance West	*A fixed dome camera located in 3rd floor main entrance. It captures visitors and staff using this entrance.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 CTR Entrance East	*A fixed dome camera located in 3rd floor main entrance. It captures visitors and staff using this entrance.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 3 Comm Room	*A fixed dome camera located on cable tray. It captures vendors and staff in the communications room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 2 West Hallway	*A fixed done camera mounted to ceiling. It captures visitors and staff using this hallway.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 2 East Hallway	*A fixed done camera mounted to ceiling. It captures visitors and staff using this hallway.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 2 East Elevators	*A fixed dome camera mounted in ceiling tile.*	*Monona Terrace*	*Fixed-dome camera*

	It captures elevators and surrounding area.		
MT Level 2 E Back of House	*A fixed dome camera mounted in ceiling tile. It captures hallway leading to locker rooms.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 2 Community Terrace W	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 2 Community Terrace E	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 2 Community Terrace	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 West Lake 360 D	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock Outside PTZ" It captures visitors and*	*Monona Terrace*	*Fixed-dome camera*

	staff the visit the West Dock area		
MT Level 1 West Lake 360 C	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock Outside PTZ" It captures visitors and staff the visit the West Dock area*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 West Lake 360 B	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock Outside PTZ" It captures visitors and staff the visit the West Dock area*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 West Lake 360 A	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock Outside PTZ" It captures visitors and staff the visit the West Dock area*	*Monona Terrace*	*Fixed-dome camera*

MT Level 1 West Dock Outside PTZ	*A PTZ camera mounted to a concrete support. It captures visitors and staff using the West Dock.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 West Dock Outside 360 D	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock 2" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 West Dock Outside 360 C	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock 2" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 West Dock Outside 360 B	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock 2" It captures visitors and*	*Monona Terrace*	*Fixed-dome camera*

	staff the visit the rooftop		
MT Level 1 West Dock Outside 360 A	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 West Dock 2" It captures visitors and staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 West Dock 2	*A PTZ Camera located on light pole. It captures visitors and staff using West parking lot.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 W Dock PTZ	*A PTZ camera located inside West Loading Dock area. It captures vendors and staff that use this area.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 W Dock C	*A fixed camera located in West Dock Inside. It*	*Monona Terrace*	*Fixed-dome camera*

	captures vendors and staff using this area.		
MT Level 1 W Dock B	*A fixed camera located in West Dock Inside. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 W Dock A	*A fixed camera located in West Dock Inside. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 Lakeside West	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 Lakeside PTZ	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 Lakeside East	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 1 ExHall B Wide	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 ExHall B North Wall	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 ExHall B	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 ExHall A Temp PTZ	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 ExHall A North Wall	*A fixed dome camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 ExHall A	*A PTZ camera located in Meeting space. It captures visitors and staff using this room.*	*Monona Terrace*	*PTZ Camera*

MT Level 1 East Lake PTZ	*A PTZ camera mounted to a light pole on East Dock. It captures visitors and staff using East Dock area.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 East Lake 360 D	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Lake PTZ It captures visitors and staff using the East Dock area*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 East Lake 360 C	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Lake PTZ It captures visitors and staff using the East Dock area*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 East Lake 360 B	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Lake PTZ It captures visitors and*	*Monona Terrace*	*Fixed-dome camera*

	staff using the East Dock area		
MT Level 1 East Lake 360 A	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Lake PTZ It captures visitors and staff using the East Dock area*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 East Dock Outside PTZ	*A PTZ camera mounted to a concrete support. It captures visitors and staff using the East Dock.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 East Dock Outside 3 360 D	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Dock Outside PTZ" It captures visitors and staff using the East Dock.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 1 East Dock Outside 3 360 C	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Dock Outside PTZ" It captures visitors and staff using the East Dock.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 East Dock Outside 3 360 B	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Dock Outside PTZ" It captures visitors and staff using the East Dock.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 East Dock Outside 3 360 A	*A fixed camera that works with 3 other sensors to make a 360 degree image that works with "MT Level 1 East Dock Outside PTZ" It captures visitors and staff using the East Dock.*	*Monona Terrace*	*Fixed-dome camera*

MT Level 1 East Dock Inside	*A PTZ camera mounted in East Dock area. It captures vendors and staff using this area.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 E. Dock Inside 3	*A fixed camera located in East Dock Inside. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 E. Dock Inside 2	*A fixed camera located in East Dock Inside. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 E. Dock Inside 1	*A fixed camera located in East Dock Inside. It captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 1 Bike Path West PTZ	*A PTZ Camera located in soffit outside Lakeside Commons. It captures visitors and staff using bike path.*	*Monona Terrace*	*PTZ Camera*
MT Level 1 Bike Path East PTZ	*A PTZ Camera located in soffit outside Lakeside Commons. It captures visitors and staff using bike path.*	*Monona Terrace*	*PTZ Camera*

MT Greeter	*A fixed dome camera located in ceiling by main entrance on 4th floor. It captures visitors and staff interacting with the Greeter.*	*Monona Terrace*	*Fixed-dome camera*

Usage of Surveillance Technology

Surveillance Data Usage

The Monona Terrace camera system is used for the purposes of monitoring the safety of all individuals and property. Video data is automatically retained on the City network for approximately 2 weeks. The Command Center Operator will report any suspicious activity or behavior to the Operations Manager. MPD will be contacted for all incidents that may be criminal in nature. Incident reports are filled out for all other incidents that happen on MT property and sent to the City Risk Manager for review.

Sharing Data with Other Entities

Monona Terrace did not share any video segments in 2025.
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Safeguarding Individual Information

No change from previous year.

Complaints or Concerns

No change from previous year.

Appendix A: Supporting Policies

No Change from previous year.

City of Madison, Wisconsin
Madison Police Department

Annual Surveillance Technology Report

2026

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Introduction

Summary

In 2025, no new surveillance technology was added to the Madison Police Department's (MPD's) existing surveillance technology inventory.

Ordinance Requirements

This document is prepared pursuant to M.G.O. 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
In-car video systems	**In-car cameras in marked squad cars and certain unmarked squad cars.**	**MPD Fleet - Mobile**	**Cameras**
Body Cameras	**MPD SWAT officers use Body Worn Cameras (BWCs) during authorized SWAT operations (warrant service, high risk incidents, etc.) BWCs are also deployed to TEST motor officers.**	**Mobile**	**Cameras**
Small Unmanned Aircraft Systems (sUAS or UAS)	**Small Unmanned Aircraft Systems (sUAS or UAS) provides assistance to officers in a variety of contexts: search and rescue, crimes scene processing, major events, etc.**	**Mobile**	**Camera**
SWAT Robotics	**Robotics platforms that are equipped with audio and/or visual monitoring. The robotics are used to enter and observe areas during high-risk operations.**	**Mobile**	**Robotics/Camera**
Covert tracking devices	**Used to track the location of an individual suspect (pursuant to a valid court order) during criminal investigations. Limited personnel have access to this technology.**	**Mobile**	**Covert tracking devices**
Telephone recording devices	**Device used by personnel that attaches to a phone to record a conversation. Used in limited circumstances**	**Mobile**	**Audio recorder**
Covert recording devices	**Recording devices used on a temporary basis to aid criminal investigations. Only a limited number of personnel have access to these devices.**	**Mobile and stationary**	**Covert recording devices**
Computer, cellphone and mobile device extraction tools.	**Used by MPD's forensic services unit to analyze data stored on an electronic device as part of a criminal investigation (Used pursuant to a court order or with the consent of the device owner only).**	**Stationary – MPD Facility**	**Extraction tools**

Cameras on City Enterprise Camera System	**MPD has been assigned a number of Genetec cameras. See Appendix B.**	**Varies**	**Cameras**

Usage of Surveillance Technology

Surveillance Data Usage

In-car video systems have been utilized by MPD for over 20 years and consists of one camera that faces forward of the squad car and one internal camera facing to the back seat of the vehicle. Officers also wear a portable microphone that is connected to the system and transmits audio. It is intended to serve a variety of purposes; the most significant is to capture evidence for use in a prosecution (this can include driving behavior, field sobriety tests, etc.) In-car video is also used to help investigate citizen complaints about officer behavior and to audit officer driving habits.

The SWAT Body Worn Cameras (BWCs) are used during SWAT operations. The data captured is used to resolve citizen complaints, provide documentation for use-of-force encounters, assist with prosecutions, assist with after action reviews, and as a training aid. During pre-planned tactical operations (like serving search warrants), officers are assigned to wear cameras. After the incident is resolved, supervisors download the video. The cameras are also deployed when possible for spontaneous SWAT incidents, but there will be a delay in their arrival at the scene (and sometimes it is not practical to deploy them).

MPD SWAT has several robotics platforms that are equipped with audio and/or visual monitoring. The robotics are used to enter and observe areas during high-risk tactical operations. They are intended to aid officers in searching for high-risk individuals in a safe manner.

TEST Motor Officers are also assigned BWCs since in-car video is not available for motorcycles. The data captured during all traffic stops is used to resolve citizen complaints, provide documentation for use-of-force encounters, assist with prosecutions, and document the issuance of citations and physical arrests.

Unmanned Aircraft Systems (UAS), commonly referred to as drones, provide assistance to officers in a variety of contexts: search and rescue, crime scene processing, and major events and incidents. Officers investigating an incident where a UAS would be beneficial can request that the UAS team respond. The UAS provides real-time video which enables officers to check large open areas much more quickly than they could on foot.

Covert tracking devices are used in limited circumstances with a valid court order during criminal investigations to track the location of an individual crime suspect.

Telephone recording devices are attached to a telephone and record conversations. Most common use would be by members of the Crisis Negotiation Team (CNT) to record their negotiations during a tactical incident.

Covert recording devices are used during criminal investigations or internal investigations (very limited circumstances).

Data extracted by the tools used by MPD’s forensic services unit is used in criminal investigations. Extractions are completed pursuant to a valid court order or with the consent from the owner of the device.

All commissioned employees are authorized to use the Genetec Camera System per MPD SOP. Civilian employees may be authorized by the Chief to access the system where there is a job-related need. No employee is allowed to access or utilize the system prior to receiving training in its use. Authorized employees are only permitted to access the Genetec Camera System for official law enforcement business, under any of the following conditions - to assist with the investigation of criminal or otherwise unlawful activity; for internal investigations as appropriate by the Chief or designee; to protect and secure MPD/City facilities; to maintain order during planned and unplanned events, for proactive review of a tactical incident, or for internal training opportunities with prior supervisory approval; to remotely monitor environmental conditions or other non-investigative circumstances necessary to perform an employee's duties (i.e., weather or traffic conditions, safety hazards, management of resources, etc.); and to preserve previously-discovered items or view/retrieve preserved evidence.

Sharing Data with Other Entities

Other agencies can request a particular video or piece of data, but no other agency (with the exception of the City Attorney's Office) has immediate access to our data server. All data is subject to request and potential release under the public records law. The City Attorney's Office can review video that has been specifically designated for them to review. Video/data is shared with the District Attorney's Office as part of the case review/prosecution process.

Safeguarding Individual Information

The MPD recognizes that while the use of video and audio surveillance technology can significantly aid MPD investigative efforts and promote greater public safety, the use of this technology must be balanced with the need to protect the privacy rights of the public and MPD employees when and where applicable. MPD SOPs require that use of surveillance technology will be consistent with any applicable City of Madison APMs and ordinances.

Complaints or Concerns

MPD did not receive any complaints or expressed concerns in 2025 that stemmed from the use of surveillance technology. There were some instances where residents asked that the MPD staff review available recordings of camera footage to justify a complaint or concern.

Appendix A: Supporting Policies

MPD's Video and Audio Surveillance SOP:
https://www.cityofmadison.com/police/documents/sop/VideoAudioSurveillance.pdf

MPD's Digital Forensics SOP:
https://www.cityofmadison.com/police/documents/sop/DigitalForensics.pdf

MPD In-Car Video System SOP:
https://www.cityofmadison.com/police/documents/sop/InCarVideo.pdf

MPD SWAT Body Worn Cameras SOP:
https://www.cityofmadison.com/police/documents/sop/SWATBodyWornCameras.pdf

MPD Unmanned Aircraft Systems SOP:
https://www.cityofmadison.com/police/documents/sop/UnmannedAircraftSystems.pdf

MPD Police Motorcycles SOP:
https://www.cityofmadison.com/police/documents/sop/PoliceMotorcycles.pdf

Appendix B: Genetec Cameras

External Cameras

PD 18 N. Carroll
PD Blair St. & Main St. Beacon
PD Carroll St & Dayton St.
PD Carroll St. & Doty St.
PD Carroll St. & Main St.
PD Carroll St & W. Washington Ave.
PD Carroll St. & Wilson St.
PD Carroll St. at Lake Mendota
PD E. Washington Ave & Stoughton Rd
PD Frances St. & Dayton St.
PD Frances St. & State St Campus Garage
PD Frances St. at Lake Mendota
PD Gilman St & Hendry St.
PD Gilman St 400 Block
PD Henry St. at Lake Mendota
PD Lake St. & Mendota Ct.
PD Langon St. & Carroll St.
PD Langdon St & Carroll St.
PD Langdon St & Frances St.
PD Langdon St. & Henry St.
PD Langdon St. & Howard Pl.
PD Langdon St. & Lake St.
PD Langdon St. & Wisconsin Ave.
PD Mifflin St. & Bedford St.
PD Mifflin St. & Fairchild St.
PD State St. &Carroll St -cul de sac
PD State St.& Dayton St.
PD State St. & Frances St. North
PD State St.& Frances St. South
PD State St. & Gilman St. North
PD State St. & Gilman St. South
PD State St. & Lake St.
PD State St. Mifflin St. & Carroll St. East
PD State St. Mifflin St. & Carroll St. West
PD State St.& Mifflin St cul de sac
PD State St. 500 Block
PD State St. 600 Block
PD State St. 700 Block
PD State St. 800 Block
PD University Ave. 600 Block Fluno 1
PD University Ave. 600 Block Fluno 2
PD University Ave. 600 Block Fluno 3
PD Parks & Bike Path Cameras
PD Brittingham Park
PD Capital City Trail Brearly
PD Capital City Trail Dickenson

PD Capital City Trail Livingston
PD Capital City Trail Patterson
PD Capital City Trail Thorton
PD Gilman St & Peace Park
PD James Madison Park 1
PD James Madison Park 2
PD James Madison Park 3
PD Penn Park 1
PD Penn Park 2
PD State St. & Peace Park
PD Verona Rd SW Bike Path
PD Verona Rd. Underpass East
PD Verona Rd. Underpass West

Internal Cameras

PD CCB 1st Fl. Hallway
PD CCB 1st Fl. Lobby Center
PD CCB 1st Fl. Lobby Right
PD CCB 1st Fl Lobby Left
PD CCB 2nd Fl. Council Chambers
PD CCB 2nd Fl. MuniCourt Office Entry
PD CCB 2nd Fl. MuniCourt Office Hallway
PD CCB GR10 Lobby
PD CCB GR21 Lobby
PD CCB GR 22 Central PD Lobby
PD CCB GR 22 Lobby
PD CCB Property Claims Lobby
PD CCB Holding Cell
PD East District Front Lot
PD East District Intake- Overview
PD East District Panorama
PD East District Lobby Overview
PD East District Lobby Panorama
PD East District Lot 1 Center
PD East District Lot 1 Left
PD East District Lot 1 Right
PD East District Main Public Entrance
PD East District Squad Lot Center
PD East District Squad Lot Right
PD East District Squad Lot Left
PD East District Visitor Lot Center
PD East District Visitor Lot Right
PD East District Visitor Lot Left
PD Midtown District East Sidewalk
PD Midtown District Intake
PD Midtown District Intake Vestibule
PD Midtown District Lobby
PD Midtown District Mineral Point Road Center
PD Midtown District Mineral Point Road Entrance
PD Midtown District Mineral Point Road Right

PD Midtown District Mineral Point Road Left
PD Midtown District Parking North
PD Midtown District Parking Rear
PD Midtown District Sally Port
PD Midtown District Westmorland Rd. Center
PD Midtown District Westmorland Rd. Right
PD Midtown District Westmorland Rd. Entrance
PD Midtown District Westmorland Rd. Left
PD North District Intake Overview
PD North District Intake Panorama
PD North District Lobby Overview
PD North District Lobby Panorama
PD North District Main Entrance
PD North District Parking Lot 1
PD North District Parking Lot 2 Center
PD North District Parking Lot 2 Right
PD North District Parking Lot 2 Left
PD North District Parking Lot 3 Center
PD North District Parking Lot 3 right
PD North District Parking Lot 3 left
PD South District Exterior Front
PD South District Intake Overview
PD South District Lobby Overview
PD South District Lobby Panorama
PD South District Parking Lot 1 Overview
PD South District Parking Lot 1 Panorama
PD South District Parking Lot 2
PD South District Parking Lot 2
PD South District Parking Lt 3 Overview
PD South District Parking Lot 3 Panorama
PD South District Parking Lot Center
PD South District Parking Lot Left
PD South District Parking Lot Right
PD South District Vestibule Overview
PD South District Vestibule Panorama
PD Training Center Admin Entrance
PD Training Center Armory Overview
PD Training Center DAAT Room Overview
PD Training Center Main Entrance
PD Training Center Parking Lot
PD Training Center Range Entrance Overview
PD Training Center Range Overview
PD Training Center Range Exterior 1
PD Training Center Range Exterior 2
PD Training Center Scenario Bay Overview
PD West District Intake 1 Overview
PD West District Lobby 1 Overview
PD West District Parking Lot Back Overview
PD West District Parking Lot Back Panorama
PD West District Parking Lot Front Overview
PD West District Parking Lot Front Panorama

PD West District Parking Lot Side Overview
PD West District Parking Lot Side Panorama
PD West District Tower

City of Madison, Wisconsin

Municipal Court

Annual Surveillance Technology Report

2026

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Introduction

Summary

Municipal Court does not use surveillance technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) *Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.*

(b) *Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:*

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) *The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.*

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type

Usage of Surveillance Technology

Surveillance Data Usage

N/A

Sharing Data with Other Entities

N/A

Safeguarding Individual Information

N/A

Complaints or Concerns

N/A

Appendix A: Supporting Policies

City of Madison, Wisconsin

Office Of the Independent Police Monitor

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Introduction

Summary

The Office of the Independent Police Monitor does not have Surveillance Technology.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type

Usage of Surveillance Technology

Surveillance Data Usage

Sharing Data with Other Entities

Safeguarding Individual Information

Complaints or Concerns

Appendix A: Supporting Policies

City of Madison, Wisconsin

Parking Division

Annual Surveillance Technology Report

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Introduction

Summary

The Parking Division has not made any significant changes to our video surveillance system in 2026. However, with the opening of the State Street Campus Lake Garage additional cameras were installed and have been added to the Surveillance Technologies table below.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
	PK Overture Center Entry Exit 1	Overture Center Garage	Video Camera
	PK Overture Center Entry Exit 2	Overture Center Garage	Video Camera
	PK Overture Center Entry Exit 3	Overture Center Garage	Video Camera
	PK Overture Center Entry Exit 4	Overture Center Garage	Video Camera
	PK Overture Center Pay 1	Overture Center Garage	Video Camera
	PK Overture Center Pay 2	Overture Center Garage	Video Camera
	PK Overture Center Pay 3	Overture Center Garage	Video Camera
	PK Overture Center Pay 4	Overture Center Garage	Video Camera
	PK State St. Campus Frances Booth 1	SSCa Frances Garage	Video Camera
	PK State St. Campus Frances Booth 2	SSCa Frances Garage	Video Camera
	PK State St. Campus Frances Entry Exit 1	SSCa Frances Garage	Video Camera
	PK State St. Campus Frances Entry Exit 2	SSCa Frances Garage	Video Camera
	PK State St. Campus Frances Pay 1 & 2	SSCa Frances Garage	Video Camera
	PK State St. Capitol Dayton	State Street Capitol Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK State St. Capitol Entry Exit 1	State Street Capitol Garage	Video Camera
	PK State St. Capitol Entry Exit 2	State Street Capitol Garage	Video Camera
	PK State St. Capitol Entry Exit 3	State Street Capitol Garage	Video Camera
	PK State St. Capitol Entry Exit 4	State Street Capitol Garage	Video Camera
	PK State St. Capitol Johnson	State Street Capitol Garage	Video Camera
	PK State St. Capitol Lower	State Street Capitol Garage	Video Camera
	PK State St. Capitol Meter Dayton	State Street Capitol Garage	Video Camera
	PK State St. Capitol Meter North	State Street Capitol Garage	Video Camera
	PK State St. Capitol Pay 1	State Street Capitol Garage	Video Camera
	PK State St. Capitol Pay 2	State Street Capitol Garage	Video Camera
	PK Buckeye Lot Gilman St.	Buckeye Lot	Video Camera

Reviewed Item	Description	Location	Type
	PK Buckeye Lot Gorham St.	Buckeye Lot	Video Camera
	PK Capitol Sq N Entry Exit 1	Capitol Square North Garage	Video Camera
	PK Capitol Sq N Entry Exit 2	Capitol Square North Garage	Video Camera
	PK Capitol Sq N Entry Exit 3 Webster	Capitol Square North Garage	Video Camera
	PK Capitol Sq N Entry Exit Permit	Capitol Square North Garage	Video Camera
	PK Capitol Sq N Pay 1	Capitol Square North Garage	Video Camera
	PK Capitol Sq N Pay 2	Capitol Square North Garage	Video Camera
	PK Capitol Sq N Pay 3	Capitol Square North Garage	Video Camera
	PK S Livingston St. Bicycle Entry	South Livingston St. Garage	Video Camera
	PK S Livingston St. Center Bay	South Livingston St. Garage	Video Camera
	PK S Livingston St. Driveway	South Livingston St. Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK S Livingston St. East Bay 2	South Livingston St. Garage	Video Camera
	PK S Livingston St. East Bay 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. East Exterior	South Livingston St. Garage	Video Camera
	PK S Livingston St. Elevator 1	South Livingston St. Garage	Video Camera
	PK S Livingston St. Elevator 2	South Livingston St. Garage	Video Camera
	PK S Livingston St. Entry 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. Entry Exit 1	South Livingston St. Garage	Video Camera
	PK S Livingston St. Entry Exit 2	South Livingston St. Garage	Video Camera
	PK S Livingston St. Exit 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. Lobby 1	South Livingston St. Garage	Video Camera
	PK S Livingston St. Lobby 2	South Livingston St. Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK S Livingston St. Lobby 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. Lobby 4	South Livingston St. Garage	Video Camera
	PK S Livingston St. Lobby 5	South Livingston St. Garage	Video Camera
	PK S Livingston St. Motorcycle	South Livingston St. Garage	Video Camera
	PK S Livingston St. NW Bay 2	South Livingston St. Garage	Video Camera
	PK S Livingston St. NW Bay 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. NW Bay 4	South Livingston St. Garage	Video Camera
	PK S Livingston St. Pay 6	South Livingston St. Garage	Video Camera
	PK S Livingston St. Plaza	South Livingston St. Garage	Video Camera
	PK S Livingston St. Ramp	South Livingston St. Garage	Video Camera
	PK S Livingston St. Roof 1	South Livingston St. Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK S Livingston St. Roof 2	South Livingston St. Garage	Video Camera
	PK S Livingston St. Roof 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. Roof 4	South Livingston St. Garage	Video Camera
	PK S Livingston St. South Stair 2	South Livingston St. Garage	Video Camera
	PK S Livingston St. South Stair 3	South Livingston St. Garage	Video Camera
	PK S Livingston St. South Stair 4	South Livingston St. Garage	Video Camera
	PK S Livingston St. South Stair 5	South Livingston St. Garage	Video Camera
	PK Wilson St. L1 Ambassador Window	Wilson Street Garage	Video Camera
	PK Wilson St. L1 Entry 1 & 2	Wilson Street Garage	Video Camera
	PK Wilson St. L1 Entry Exit 3	Wilson Street Garage	Video Camera
	PK Wilson St. L1 Exit 1 & 2	Wilson Street Garage	Video Camera
	PK Wilson St. L1 Office	Wilson Street Garage	Video Camera
	PK Wilson St. L1 South Lobby	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK Wilson St. L1 Wilson Corridor Overview	Wilson Street Garage	Video Camera
	PK Wilson St. L1 Exit	Wilson Street Garage	Video Camera
	PK Wilson St. L1 Pedestrian	Wilson Street Garage	Video Camera
	PK Wilson St L2 Bike Center	Wilson Street Garage	Video Camera
	PK Wilson St L2 Doty Pedestrian	Wilson Street Garage	Video Camera
	PK Wilson St L2 Doty Ramp	Wilson Street Garage	Video Camera
	PK Wilson St L2 North Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL0 CB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL0 CB North	Wilson Street Garage	Video Camera
	PK Wilson St LL0 Motorcycle	Wilson Street Garage	Video Camera
	PK Wilson St LL0 North Stairs	Wilson Street Garage	Video Camera
	PK Wilson St LL0 North	Wilson Street Garage	Video Camera
	PK Wilson St LL1 CB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL1 CB South	Wilson Street Garage	Video Camera
	PK Wilson St LL1 EB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL1 EB North	Wilson Street Garage	Video Camera
	PK Wilson St LL1 NB Center	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK Wilson St LL1 North Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL1 North Stairs	Wilson Street Garage	Video Camera
	PK Wilson St LL1 South Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL1 WB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL1 WB North	Wilson Street Garage	Video Camera
	PK Wilson St LL2 CB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL2 CB North	Wilson Street Garage	Video Camera
	PK Wilson St LL2 CB South	Wilson Street Garage	Video Camera
	PK Wilson St LL2 EB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL2 EB North	Wilson Street Garage	Video Camera
	PK Wilson St LL2 EB South	Wilson Street Garage	Video Camera
	PK Wilson St LL2 North Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL2 North Stairs	Wilson Street Garage	Video Camera
	PK Wilson St LL2 South Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL2 WB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL2 WB North	Wilson Street Garage	Video Camera
	PK Wilson St LL3 CB Center	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK Wilson St LL3 CB North	Wilson Street Garage	Video Camera
	PK Wilson St LL3 CB South	Wilson Street Garage	Video Camera
	PK Wilson St LL3 EB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL3 EB North	Wilson Street Garage	Video Camera
	PK Wilson St LL3 EB South	Wilson Street Garage	Video Camera
	PK Wilson St LL3 North Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL3 North Stairs	Wilson Street Garage	Video Camera
	PK Wilson St LL3 South Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL3 WB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL3 WB North	Wilson Street Garage	Video Camera
	PK Wilson St LL4 CB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL4 CB North	Wilson Street Garage	Video Camera
	PK Wilson St LL4 CB South	Wilson Street Garage	Video Camera
	PK Wilson St LL4 EB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL4 EB South	Wilson Street Garage	Video Camera
	PK Wilson St LL4 North Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL4 North Stairs	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK Wilson St LL4 South Lobby	Wilson Street Garage	Video Camera
	PK Wilson St LL4 WB Center	Wilson Street Garage	Video Camera
	PK Wilson St LL4 WB North	Wilson Street Garage	Video Camera
	PD Frances St. & State St. Campus Garage	400 N Frances Street	Video Camera
	PD State St. & Carroll St. – cul de sac	100 N Carroll Street	Video Camera
	PD State St. & Dayton St.	200 State Street	Video Camera
	PD University Ave. 600 Block Fluno	600 University Avenue	Video Camera
	TE Broom St. & Mifflin St.	10 North Broom Street	Video Camera
	TE Doty St. & King St.	100 E Doty Street	Video Camera
	TE Martin Luther King Jr. Blvd. & Doty St.	200 MLK Jr. Blvd.	Video Camera
	TE University Ave. & Frances St. 1	300 N Frances Street	Video Camera
	TE University Ave. & Lake St.	600 University Avenue	Video Camera
	TE Webster St. & Hamilton St.	100 N Webster Street	Video Camera
	PK State St. Campus Lake Bus Bay L1 Hawthorne	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake Bus Bay L1 Lake	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake Hawthorne Bus Exterior Waiting Area L1	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake Hawthorne Bus Interior Waiting Area L1	SSCa Lake Garage	Video Camera

Reviewed Item	Description	Location	Type
	PK State St. Campus Lake L1 Bus Bay & Restrooms	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake St. Entry 1	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake St. Entry Exit 2	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake St. Exit 1	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake Lake Bus Exterior Waiting Area L1	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake Southeast Bay L1	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake Southeast L1 Elevator 3 Lobby POF 1	SSCa Lake Garage	Video Camera
	PK State St. Campus Lake East Bay L2		
	PK State St. Campus Lake Northeast Bay L2		
	PK State St. Campus Lake Northeast L2 Elevator 1 Lobby		
	PK State St. Campus Lake Northwest Bay L2		
	PK State St. Campus Lake Southeast Bay L2		
	PK State St. Campus Lake Southeast L2 Elevator 3 Lobby POF 2		
	PK State St. Campus Lake Southwest Bay L2		
	PK State St. Campus Lake West Bay L2		
	PK State St. Campus Lake East Bay L3		
	PK State St. Campus Lake Northeast Bay L3		

Reviewed Item	Description	Location	Type
	PK State St. Campus Lake Northeast L3 Elevator 1 Lobby		
	PK State St. Campus Lake Northwest Bay L3		
	PK State St. Campus Lake Southeast Bay L3		
	PK State St. Campus Lake Southeast L3 Elevator 3 Lobby		
	PK State St. Campus Lake Southwest Bay L3		
	PK State St. Campus Lake West Bay L3		
	PK State St. Campus Lake East Bay L4		
	PK State St. Campus Lake Northeast Bay L4		
	PK State St. Campus Lake Northeast L4 Elevator 1 Lobby		
	PK State St. Campus Lake Northwest Bay L4		
	PK State St. Campus Lake Southeast Bay L4		
	PK State St. Campus Lake Southeast Bay L4 Elevator 3 Lobby		
	PK State St. Campus Lake Southwest Bay L4		
	PK State St. Campus Lake West Bay L4		
	PK State St. Campus Lake East Bay L5		
	PK State St. Campus Lake Northeast Bay L5		
	PK State St. Campus Lake Northeast L5 Elevator 1 Lobby		

Reviewed Item	Description	Location	Type
	PK State St. Campus Lake Northwest Bay L5		
	PK State St. Campus Lake Southeast Bay L5		
	PK State St. Campus Lake Southeast Bay L5 Elevator 3 Lobby		
	PK State St. Campus Lake Southwest Bay L5		
	PK State St. Campus Lake West Bay L5		
	PK State St. Campus Lake East Bay L6		
	PK State St. Campus Lake Northeast Bay L6		
	PK State St. Campus Lake Northeast Bay L6 Elevator 1 Lobby		
	PK State St. Campus Lake Northwest Bay L6		
	PK State St. Campus Lake Southeast Bay L6		
	PK State St. Campus Lake Southeast L6 Elevator 3 Lobby		
	PK State St. Campus Lake Southwest Bay L6		
	PK State St. Campus Lake West Bay L6		
	PK State St. Campus Lake Northeast Bay LL		
	PK State St. Campus Lake Northeast LL Elevator 1 Lobby		
	PK State St. Campus Lake Southeast Bay LL City Parking		
	PK State St. Campus Lake Southeast LL Elevator 3 Lobby		

Usage of Surveillance Technology

Surveillance Data Usage

Live video is used by staff responding to helpline calls to assist customers. For example, if a customer cannot pay their parking fee at the exit, staff can view the camera to verify the vehicle plate number and mail a failure-to-pay notice to the customer, allowing them to pay later. Staff can also view the exit lane and adjacent surroundings to verify that the gate can be safely raised remotely to allow the customer to exit. The ability to respond to helpline calls remotely provides significantly faster response and customer resolution than dispatching an employee to respond to a facility in person. Video is also reviewed when there are customer disputes regarding parking fees and vehicle entry or exit time.

Video footage is reviewed and archived when there is an incident, such as intentional damage to gates. Cameras at the exit stations allow us to identify the vehicle that caused the damage, invoice the vehicle owner for repair costs, and issue a citation for a violation of City Ordinance 8.14(2)(c)4, “Causing Damage at a Municipal Parking Facility While Exiting.”

Video is used to monitor/review operations such as timeframes of vehicle queuing and exit wait times and identify causes of backups to make operational customer service improvements.

Video recordings are temporarily stored on City Servers and automatically overwritten every two weeks/period determined by City IT for temporary retention unless an incident requires the archival of specific records. Parking Division staff do not have access permissions to download or share video data files. All archival requests are submitted through the Police Department for processing.

Sharing Data with Other Entities

The Parking Division does not provide data to other entities. City IT determines camera access rights for other departments.

Safeguarding Individual Information

Parking Division staff do not have direct access to the video files and can only view them in real-time or review video recordings from the previous two weeks before they are overwritten. No concerns have been raised/identified regarding protecting individual privacy and safeguarding information from the Parking Division’s use of cameras in public parking facilities.

Complaints or Concerns

The Parking Division has not received any complaints or concerns regarding our surveillance policy.

Appendix A: Supporting Policies

Video Surveillance Policy for the City of Madison Parking Division

July 2026

1. The City of Madison Parking Division uses Video Surveillance Technology to meet the following objectives:
    a. Assist customers with their facility visits, allow staff to provide better response times through remote assistance and helpline support, and monitor and review operational improvements.
    b. Document activities occurring in or around Parking Division facilities to improve safety and security for customers, employees, and visitors.
    c. Safeguard the Parking Division's revenue stream.
    d. Validate facts in the case of incidents, such as those involving intentional damage to parking facility gates and equipment, personal injury, and personal property damage or incidents.
2. Signs in English and Spanish will be maintained at the entrances and exits of facilities for vehicular and pedestrian traffic, notifying the public that Surveillance Camera Technology is in use.
3. Staff training will be ongoing, provided by the employees' direct supervisors, and overseen by the Parking Operations Manager.
4. Account management and administration of the Surveillance Technology will be performed by the Parking Data and Analytics Manager.
5. Complaints regarding the Division's use of Surveillance Technology will be received by the Parking Operations Manager.
6. Access to Surveillance Technology and employee roles will be determined by the Parking Data and Analytics Manager and Parking Operations Manager. Only positions with an ongoing, regular, work-related need to view camera and video images will be authorized to have access permissions.
7. The Parking Data and Analytics Manager will notify City IT of necessary permission changes to ensure access to Surveillance Technology is revoked when an employee no longer has a job-related need to access it or is found to have inappropriately used it.
8. Staff training will be provided by the employee's direct supervisor(s) when initial access is granted, with annual refresher training on the policy and appropriate use of the technology. The Parking Data and Analytics Manager oversees the ongoing training and review of staff account access with City IT support.
9. City IT will oversee access limits for the Madison Police Department.
10. Video recordings are temporarily stored on City Servers and automatically overwritten every two weeks or as established by City IT for temporary retention. Parking Division staff do not have system access permissions to download, share, or store images or video files. In the event of an incident that requires the retention of specific video footage, all archival requests are

submitted to the Police Department for processing. Those images will be copied and kept as public records per Section 3.70 of the Madison General Ordinances.

11. Surveillance Technology shall not be used to visually or audibly monitor the interior of private dwellings. Most of the Parking Division's cameras are fixed and located within parking facilities without any possible view of a private dwelling. Limited personnel are authorized to change camera angles or views on cameras with that capability. Any Parking Division employee who moves a camera angle without authorization to do so or who uses cameras to attempt to record/monitor the interior of a private residence will have their access rights revoked immediately and is subject to disciplinary action.
12. City IT shall ensure that records are not destroyed during the pendency of any public records request, investigation, or civil or criminal litigation. Any public records request submitted to the Parking Division shall be promptly referred to the Police Department (within 1 business day) of receipt to ensure timely action and retention of the existing records requested. The Police Department is responsible for the archival of relevant records involving criminal investigations or litigation; however, the Parking Division will request the archival of video records when staff are aware of an incident that occurred in a parking facility and video evidence is likely to be relevant in a potential civil or criminal investigation or litigation.

City of Madison, Wisconsin
Parks Division

Annual Surveillance Technology Report

2026

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Introduction

Summary

The Parks Division is a large organization with very diverse facilities and operations, consisting of General Parks, Olbrich Botanical Gardens, Warner Park Community Recreation Center (WPCRC), and the Golf Enterprise Program. There are no cameras owned or maintained by the Parks Division located within any general park location or at the Olbrich Botanical Gardens Facility. Both WPCRC and Golf Enterprise own and maintain cameras within their facilities.

Warner Park Community Recreation Center (WPCRC) has 12 cameras throughout the facility's common areas. Cameras are not monitored continuously under normal circumstances but may be monitored for safety or security purposes. During 2025, there was no new surveillance technology added to the WPCRC's existing surveillance technology inventory.

Golf Enterprise has 3 cameras at Odana Hills Golf Course. Cameras are not monitored continuously under normal circumstances but may be monitored for safety or security purposes. During 2025, there was no new surveillance technology added to the Golf Enterprise's existing surveillance technology inventory.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Camera 1	Wired 1080p camera with infra-red, motion activated.	WPCRC Lobby	Indoor Camera
Camera 2	Wired 1080p camera with infra-red, motion activated.	WPCRC Front Desk	Indoor Camera
Camera 3	Wired 1080p camera with infra-red, motion activated.	WPCRC Game Room	Indoor Camera
Camera 4	Wireless 720p camera with infra-red, motion activated.	WPCRC Outside Driveway East	Indoor Camera
Camera 5	Wired 1080p camera with infra-red, motion activated.	WPCRC Gymnasium Hallway Rear	Indoor Camera
Camera 6	Wired 1080p camera with infra-red, motion activated.	WPCRC Gymnasium Court A	Indoor Camera
Camera 7	Wired 1080p camera with infra-red, motion activated.	WPCRC Gymnasium Court B	Indoor Camera
Camera 8	Wireless 720p camera with infra-red, motion activated.	WPCRC Outside Driveway West	Indoor Camera
Camera 9	Wired 1080p camera with infra-red, motion activated.	WPCRC Main Hall Front	Indoor Camera
Camera 11	Wired 1080p camera with infra-red, motion activated.	WPCRC Mall Hall Rear	Indoor Camera
Camera 12	Wired 1080p camera with infra-red, motion activated.	WPCRC Childcare-common area	Indoor Camera
Camera 16	Wireless 720p camera with infra-red, motion activated.	WPCRC Lobby Entrance	Indoor Camera
Video Security System	Lorex DV800 Series 16 channel DVR. Local video storage only. Not on City of Madison network, no remote access.	WPCRC Front Desk	DVR

Reviewed Item	**Description**	**Location**	**Type**
Video Surveillance System	**Speco DVR8TL500 - DVR BOX, sim card, self-contained deletes after two days**	**Odana Hills Golf Course – Clubhouse – Interior**	**DVR**
Camera 1	**Constant stream, safe**	**Odana Hills**	**Indoor Camera**
Camera 2	**Golf shop**	**Odana Hills**	**Indoor Camera**
Camera 3	**Bar/concession**	**Odana Hills**	**Indoor Camera**

Usage of Surveillance Technology for WPCRC:

Surveillance Data Usage

The primary use of surveillance data is to investigate incidents in the facility such as thefts, accidents, injuries, and property damage and support disciplinary actions for staff and facility users.

Sharing Data with Other Entities

Surveillance records are only shared with individuals directly involved in investigating and following up on the incident, including Park's Management and the Madison Police Department.

Safeguarding Individual Information

WPCRC surveillance cameras use digital video recorders (DVR) to store information. Video may be reviewed and downloaded when employees or the public report an incident requiring camera access. Video is available for 14 days from the time of the incident. After 14 days from the time of the incident, all data is overwritten and becomes unavailable. WPCRC Facility Manager or designee provides downloaded videos and images to the City of Madison Information Technology (IT) Department for storage on a secure network server.

WPCRC Program Coordinator, WPCRC Facility Manager, Parks Community Services Manager, Assistant Parks Superintendent, and Parks Superintendent have access to the login functions to review, save, and download footage from the surveillance cameras. All other staff have access to the view-only functions.

Surveillance from golf courses is stored DVR BOX with a sim card that is self-contained deletes after two days. These systems are in locked areas and can only be accessed by Golf Supervisors, Assistant, Assistant Parks Superintendent, and Parks Superintendent.

Complaints or Concerns

The Parks Division has not received complaints or concerns about its surveillance technology in any of these locations.

Appendix A: Supporting Policies

WPCRC SURVEILLANCE CAMERA POLICY

Purpose: This document is the Parks Division's policy for using surveillance cameras at the Warner Park Community Recreation Center (WPCRC), as required by APM 3-17. The primary purpose of this policy is to balance the City's interests in monitoring the use of the WPCRC, protecting the public safety of those in the facility, and respecting the privacy rights of the public and the associational/collective action rights of City employees. In addition, this policy promotes security for the public and City employees through timely surveillance of areas otherwise difficult to monitor.

Locations: The WPCRC surveillance camera system includes 13 cameras throughout the facility. Video monitoring occurs in common areas of the facility to include; building entrances and exits, lobby and reception area, hallways and corridors, gymnasium, game room, and the childcare room.

Monitoring by surveillance cameras shall not occur in the following areas:

- Bathrooms
- Lockers rooms
- Offices
- Maintenance and storage rooms

Downloading Videos and Images: WPCRC surveillance cameras use digital video recorders (DVR) to store information. The playback feature provides access to video footage. Video and images may be reviewed and downloaded when employees or the public reports an incident or accident. Video is available for 14 days from the time of the incident. After 14 days from the time of the incident, all data is overwritten and becomes unavailable. WPCRC Facility Manager or designee, as outlined in the Public Records section, will provide downloaded videos and images to the City of Madison Information Technology (IT) Department for storage on a secure network server.

Access, Use, and Monitoring: Surveillance records are only shared with individuals directly involved in investigating and following up on the incident, including Park's Management Team, Madison Police Department, the offending individual parents as appropriate, and others who may be directly involved in responding to the incident, including the City Attorney's Office and the City's Risk Manager. The Madison Police Department will be provided with immediate access to all data recordings that may constitute evidence of a crime, upon request, unless otherwise prohibited by law.

Surveillance cameras are not monitored continuously under normal operating conditions but may be monitored for safety and security purposes, including investigating thefts, accidents, misconduct, or property damage. Personnel with access to the surveillance cameras should be trained in the effective use of the equipment. Public notice of security monitoring is located on the facility entrance door.

The following list outlines examples of prohibited use of the surveillance cameras:

- Use of dummy or placebo cameras, personal webcam, or similar technology for surveillance purposes.
- Recording of audio for surveillance purposes.
- The use of a personal cell phone to record or monitor activity.

- Reasons unrelated to surveillance activity including videotaping athletic events for replay or post-game reviews or attendance for programs.

The following list provides additional expectations for the use of the surveillance cameras:

- Personnel, as outlined in the Levels of Access section, may review video from the surveillance cameras when an incident occurs.
- Complete the WPCRC Behavior Report Form with details, including the date, time, and location for incidents requiring video review and place in the WPCRC Facility Manager's box.

Levels of Access: The following individuals shall have access to the login functions to review, save, and download footage from the surveillance cameras. In addition, individuals may also have access to the remote access features.

  - WPCRC Program Coordinator
  - WPCRC Facility Manager
  - Parks Community Services Manager
  - Assistant Parks Superintendent
  - Parks Superintendent
- WPCRC Maintenance Mechanic shall have access to the Admin login function for maintenance, training, and revocation of access to the surveillance cameras.
- Staff not listed in this section shall have access to the view-only functions.
- Information Technology staff may have access to the surveillance records and equipment as needed to maintain, service, or operate the system.

When any of the above listed persons are no longer in the listed job title, their access to the surveillance records shall be revoked. Revoking this access shall be the responsibility of the Assistant Parks Superintendent, and in their absence, the Parks Superintendent.

Other Responsibilities:

Assistant Parks Superintendent

- Authorize copies of surveillance videos or images and the release of records.
- Submit the Annual Surveillance Technology Report to the Common Council.
- Periodically review this policy and make recommendations for revisions to the Board of Parks Commissioners.
- Receive complaints regarding the use of surveillance cameras.
- Conduct an annual review of surveillance technology to ensure compliance with city ordinance MGO Section 23.63.
- Periodically review staff access and use of the surveillance technology

Public Records

- In consultation with the City Attorney's office, WPCRC will maintain, as a public record, images downloaded from the recorders following the video record retention policy outlined below.
- In cases where follow-up action is taken, the images will become part of the files for the incident and be maintained under the video record retention policy outlined below. During the pendency of any public records request, investigation or civil or criminal litigation, no applicable records shall be destroyed.
- The Assistant Parks Superintendent serves as the open records custodian for Parks.

- Records are stored on a secure network server maintained by the City of Madison IT Department. In addition to IT Department staff and representatives of the City Attorney's Office, the following individuals shall have access to the secured network folder.
    - WPCRC Program Coordinator
    - WPCRC Facility Manager
    - Parks Community Services Manager
    - Assistant Parks Superintendent
    - Parks Superintendent

Record Retention Policy:

Category	**Default**
MPD-WPCRC Video	
Parks Superintendent Requests	365 Days
Workers Comp	365 Days
Employee Misconduct	365 Days
User Misconduct	365 Days
Complaints	365 Days
Misc	365 Days
Accidents Slip & Falls Sports & Fitness activities Community programs, rentals, and events Other facility accidents or injuries	4 Years

Training Protocol

The Parks Division employees identified above who have access to the surveillance records will be trained annually, or upon commencement of their employment, on their duties and responsibilities under this Policy. The Assistant Parks Superintendent shall be responsible for this training. No employee shall have access to surveillance records until they have received this training.

City of Madison, Wisconsin

Public Health Madison & Dane County

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Introduction

Summary

Public Health Madison & Dane County does not have any surveillance technology and has not added any surveillance technology in 2026.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Main Entrance Camera	*A fixed-dome camera is located near the main entrance into the lobby of our facility. It captures visitors and staff that enter the main entrance doors.*	*City-County Building*	*Fixed-dome camera*

Usage of Surveillance Technology

Surveillance Data Usage

Sharing Data with Other Entities

Safeguarding Individual Information

Complaints or Concerns

Appendix A: Supporting Policies

City of Madison, Wisconsin

Planning Division

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Introduction

Summary

The Planning Division does not use surveillance technology, and as such has had no changes to this report in the last year.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
N/A	N/A	N/A	N/A

Usage of Surveillance Technology

Surveillance Data Usage

N/A

Sharing Data with Other Entities

N/A

Safeguarding Individual Information

N/A

Complaints or Concerns

N/A

Appendix A: Supporting Policies

N/A

City of Madison, Wisconsin

Streets and Urban Forestry Division

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Introduction

Summary

No changes from previous years.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Security Cameras	Captures the yard and public drop off areas	W. Badger Rd Yard, Sycamore Ave Yard, Southpoint Dr Yard, Transfer Station Yard	Security Camera

Usage of Surveillance Technology

Surveillance Data Usage

Cameras are used primarily for security overnight, occasionally used to settle disputes with the public, locate equipment, check on staff progress loading sand/salt in the winter.

Sharing Data with Other Entities

This is used for internal division use only.

Safeguarding Individual Information

No individual information is collected, the images are deleted approx.. 10 days after capture, only Public Works General Supervisor's and above have as the ability to rewind and review camera data and only for about ten days.

Complaints or Concerns

None, we do have signs posted at the entrance that the area is under video surveillance.

Appendix A: Supporting Policies

City of Madison, Wisconsin

Traffic Engineering

Annual Surveillance Technology Report

2026

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Introduction

Summary

Traffic Engineering staff continue to use surveillance cameras located on critical streets and street intersections throughout the City. The purpose of these cameras is to monitor, study, and analyze traffic volume, flow, and crashes.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and applicable policies.*
2. *How the Department has used the data collected by its Surveillance Technology.*
3. *How any Surveillance Data is being shared with other entities.*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

See Addendum

Usage of Surveillance Technology

Surveillance Data Usage

Traffic Engineering staff utilize surveillance cameras positioned at key streets and intersections throughout the city to monitor and analyze traffic conditions. These cameras are used exclusively for studying traffic volume, flow patterns, and crash incidents. The video supports both short-term and long-term adjustments to traffic signal controllers and other traffic control devices. Real-time monitoring allows staff to manually or remotely modify traffic control measures—such as signals, signs, cones, and barricades—to enhance traffic flow, reduce congestion, improve safety, and minimize related environmental impacts.

Sharing Data with Other Entities

Other agencies such as Madison Police Department and Metro Transit use Traffic Engineering cameras to monitor operations.

Safeguarding Individual Information

The sole purpose of these cameras, as used by Traffic Engineering, is to monitor traffic conditions and the operation of streets and sidewalks. They are not used to identify individuals, and no attempts are made to collect personal information.

Complaints or Concerns

None

Appendix A: Supporting Policies

Camera Name	Location
TE Aberg Ave. & Shopko Dr.	Aberg Ave & Shopko Dr
TE American Pkwy. & Eastpark Blvd.	American Pkwy & Eastpark
TE Anderson St. & Wright St.	Anderson & Wright
TE Bassett St. & Mifflin St.	Bassett & Mifflin
TE Beltline & Fish Hatchery Rd. North	Beltline & Fish Hatchery North
TE Beltline & Fish Hatchery Rd. South	Beltline & Fish Hatchery South
TE Beltline & Gammon Rd. North	Beltline & Gammon North
TE Beltline & Gammon Rd. South	Beltline & Gammon South
TE Beltline & Mineral Point Rd. West	Beltline & Mineral Point West
TE Beltline & Old Sauk Rd. East	Beltline & Old Sauk East
TE Beltline & Old Sauk Rd. West	Beltline & Old Sauk West
TE Beltline & Park St. North	Beltline & Park North
TE Beltline & Rimrock Rd. North	Beltline & Rimrock North
TE Beltline & Rimrock Rd. South	Beltline & Rimrock South
TE Beltline & Todd Dr.	Todd & W. Beltline
TE Beltline & Todd Dr. East	Beltline & Todd Dr. East
TE Beltline & Whitney Way North	Beltline & Whitney North
TE Beltline & Whitney Way South	Beltline & Whitney South
TE Broadway & Copps Ave.	Broadway & Copps Ave
TE Broadway & Frazier Ave.	Broadway & Frazier Ave
TE Broadway & Monona Dr.	Broadway & Monona Dr
TE Broom St. & Mifflin St.	Broom & Mifflin
TE Charter St. & Spring St.	Charter St & Spring St
TE Cottage Grove Rd. & Acewood Blvd.	Cottage Grove & Acewood
TE Cottage Grove Rd. & Atlas Ave.	Cottage Grove & Atlas
TE Cottage Grove Rd. & Thompson Dr.	Cottage Grove & Thompson
TE Doty St. & Hamilton St. & Fairchild St.	Doty & S. Hamilton & Fairchild
TE Doty St. & King St.	Doty & King
TE E. Washington Ave. & Baldwin St.	E. Washington & Baldwin
TE E. Washington Ave. & Blair St.	E. Washington & Blair
TE E. Washington Ave. & East Springs Dr.	E. Washington & East Springs
TE E. Washington Ave. & Fair Oaks Ave.	E. Washington & Fair Oaks
TE E. Washington Ave. & First St.	E. Washington & First St.
TE E. Washington Ave. & Fourth St.	E. Washington & Fourth St
TE E. Washington Ave. & Lien Rd.	E. Washington & Lien Rd
TE E. Washington Ave. & Marquette St.	E. Washington & Marquette
TE E. Washington Ave. & Mendota St.	E. Washington & Mendota
TE E. Washington Ave. & Milwaukee St. & North St.	E. Washington & Milwaukee & North
TE E. Washington Ave. & Paterson St.	E Washington & Paterson
TE E. Washington Ave. & Pinckney St.	E. Washington & Pinckney
TE E. Washington Ave. & Thierer Rd.	E. Washington & Thierer
TE E. Washington Ave. & Webster St.	E. Washington & Webster

TE E. Washington Ave. & Zeier Rd.	E. Washington & Zeier
TE Elver Park & McKenna Blvd.	Elver & McKenna
TE Fish Hatchery Rd. & Badger Rd.	Fish Hatchery & Badger Rd
TE Fish Hatchery Rd. & Mckee Rd.	Fish Hatchery Rd & Mckee Rd
TE Gammon Rd. & Odana Rd.	Gammon Rd & Odana Rd
TE Gammon Rd. & Watts Rd.	Gammon & Watts
TE Gorham St. & Broom St.	Gorham & Broom
TE Gorham St. & Franklin St.	Gorham & Franklin
TE Gorham St. & Wisconsin Ave.	Gorham & Wisconsin
TE Hamilton St. & Henry St. & Wilson St.	Hamilton & Henry & Wilson
TE Highland Ave & Observatory Dr.	Highland & Observatory
TE Highland Ave. & VA Hospital Entrance	Highland & VA Hospital Entrance
TE John Nolen Dr. & Blair St. & Wilson St.	John Nolen & Blair & Wilson
TE John Nolen Dr. & Broom St.	John Nolen & Broom St
TE John Nolen Dr. & North Shore Dr.	John Nolen & North Shore Dr
TE John Nolen Dr. & Olin Ave.	John Nolen & Olin
TE John Nolen Dr. & Rimrock Rd.	John Nolen & Rimrock Rd
TE Johnson St. & Baldwin St.	Johnson & Baldwin
TE Johnson St. & Bassett St.	Johnson St & Bassett St
TE Johnson St. & Blair St.	Johnson & Blair
TE Johnson St. & Butler St. & Hamilton St.	Johnson St & Butler & Hamilton
TE Johnson St. & First St.	Johnson St & First St
TE Johnson St. & Frances St.	Johnson & Frances
TE Johnson St. & Park St.	Johnson St & Park St
TE Johnson St. & Wisconsin Ave.	Johnson St & Wisconsin Ave
TE King St. & Pinckney St. & Main St.	King & Pinckney & Main
TE Martin Luther King Jr. Blvd. & Doty St.	MLK & Doty
TE Martin Luther King Jr. Blvd. & Main St.	MLK & Main
TE Mckee Rd. & Seminole Hwy.	Mckee Rd & Seminole Hwy
TE Mifflin St. & Pinckney St.	Mifflin & Pinckney
TE Milwaukee St. & Fair Oaks Ave.	Milwaukee Fair Oaks
TE Mineral Point Rd. & Gammon Rd.	Mineral Point & Gammon
TE Mineral Point Rd. & Grand Canyon Dr.	Mineral Point & Grand Canyon
TE Mineral Point Rd. & High Point Rd	Mineral Point & High Point
TE Mineral Point Rd. & Island Dr.	Mineral Point & Island
TE Mineral Point Rd. & Junction Rd.	Mineral Point Junction Rd
TE Mineral Point Rd. & Midvale Blvd.	Mineral Point Rd & Midvale Blvd
TE Mineral Point Rd. & Rosa Rd.	Mineral Point & Rosa
TE Mineral Point Rd. & South Point Rd.	Mineral Point Rd & South Point
TE Mineral Point Rd. & Westfield Rd.	Mineral Point & Westfield
TE Mineral Point Rd. & Whitney Way	Mineral Point & Whitney
TE Northport Dr. & Dryden Dr.	Northport & Dryden
TE Northport Dr. & Sherman Ave.	Northport & Sherman Ave

TE Northport Dr. & Troy Dr.	Northport Dr & Troy Drive
TE Old Sauk Rd. & Excelsior Dr.	Old Sauk & Excelsior
TE Old Sauk Rd. & High Point Rd.	Old Sauk & High Point
TE Old Sauk Rd. & Junction Rd.	Old Sauk & Junction Rd
TE Old Sauk Rd. & Pleasant View Rd.	Old Sauk & Pleasant View
TE Packers Ave. & Commercial Ave.	Packers & Commercial Ave
TE Packers Ave. & International Ln.	Packers & International Lane
TE Packers Ave. & Northport Dr.	Packers & Northport
TE Park St. & Badger Rd.	Park & Badger
TE Park St. & Buick St.	Park & Buick
TE Park St. & Fish Hatchery Rd.	Park St & Fish Hatchery Rd
TE Park St. & Olin Ave.	Park St. & Olin
TE Park St. & W. Washington Ave.	Park & W. Washington
TE Pleasant View Rd. & McKee Rd.	Pleasant View & McKee
TE Pleasant View Rd. & Midtown Rd.	Pleasant View & Midtown
TE Raymond Rd. & McKenna Blvd.	Raymond & McKenna
TE Raymond Rd. & Whitney Way	Raymond & Whitney
TE Regent St. & Breese Ter	Regent & Breese
TE Regent St. & Mills St.	Regent & Mills
TE Regent St. & Monroe St.	Regent & Monroe
TE Regent St. & Park St.	Regent & Park
TE Regent St. & Randall Ave.	Regent & Randall
TE Rimrock Rd. & Moorland Rd.	Rimrock & Moorland
TE Schroeder Rd. & Gammon Rd.	Schroeder & Gammon
TE Segoe Rd. & Sheboygan Ave.	Segoe & Sheboygan
TE Sherman Ave. & Aberg Ave.	Sherman Ave & Aberg Ave
TE State St. & Gorham St.	State & Gorham
TE State St. & Johnson St.	State & Johnson
TE University Ave. & Babcock Dr.	TE University Ave. & Babcock Dr.
TE University Ave. & Bassett St.	University & Bassett
TE University Ave. & Frances St. 1	University Ave & Frances St
TE University Ave. & Frances St. 2	University & Frances 2
TE University Ave. & Highland Ave.	University Ave & Highland Ave
TE University Ave. & Lake St.	University Ave & Lake St
TE University Ave. & Midvale Blvd.	University Ave & Midvale Blvd
TE University Ave. & Park St.	University Ave & Park St
TE University Ave. & Ridge St.	University Ave & Ridge St
TE University Ave. & Segoe Rd.	University Ave & Segoe Rd
TE University Ave. & Shorewood Blvd.	University Ave & Shorewood Blvd
TE University Ave. & Spring Harbor Dr.	University Ave & Spring Harbor Dr
TE University Ave. & University Bay Dr.	TE University Ave. & University Bay Dr.
TE University Ave. & Walnut St.	University Ave & Walnut
TE University Ave. & Whitney Way	University Ave & Whitney Way

TE University Bay Dr. & Overlook Ter.	University Ave & Overlook Ter
TE W. Washington Ave. & Bassett St.	W. Washington & Bassett
TE W. Washington Ave. & Bedford St.	W. Washington & Bedford
TE W. Washington Ave. & Broom St.	W. Washington & Broom
TE W. Washington Ave. & Fairchild St.	W Washington & Fairchild St
TE W. Washington Ave. & Proudfit St.	W. Washington & Proudfit
TE Webster St. & Hamilton St.	Webster St & N Hamilton St
TE Whitney Way & Odana Rd.	Whitney Way & Odana Rd
TE Wisconsin Ave. & Dayton St.	Wisconsin & Dayton
TE Wisconsin Ave. & Mifflin St.	Wisconsin & Mifflin

City of Madison, Wisconsin

Department of Transportation

Annual Surveillance Technology Report

2026

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Introduction

Summary

The director's office and planning team in the Department of Transportation are not using any Surveillance Technology.

Divisions within the Department (Metro, Traffic Engineering, Parking) will file their own reports.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
	n/a		

Usage of Surveillance Technology

Surveillance Data Usage

n/a

Sharing Data with Other Entities

n/a

Safeguarding Individual Information

n/a

Complaints or Concerns

n/a

Appendix A: Supporting Policies

n/a

City of Madison, Wisconsin

Water Utility

Annual Surveillance Technology Report

2026

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Introduction

Summary

This past year, the Water Utility had two facilities that underwent capital improvements. These sites were Well 15 (3900 E Washington Avenue) and Well 19 (2526 Lake Mendota Drive). Part of these improvements involved replacing out dated cameras and placing additional, non-public -facing cameras to improve surveillance at these facilities. The camera replacements/additions at Well 15 were approved by City IT as part of TDX Ticket "Water Utility Well 15" (Service Request ID: 24457076). The camera replacements/additions at Well 19 were approved by City IT as part of TDX Ticket "Water Utility Well 19 Cameras" (Service Request ID: 24457637).

The only other changes to the camera system this past year were the in-kind replacement of failed cameras.

Ordinance Requirements

This document is prepared pursuant to MGO 23.63(5), which states:

(a) Each Department will conduct an annual review of its Surveillance Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Surveillance Technology Report which will be submitted to the Common Council through a resolution. The Annual Surveillance Technology Report will include:

1. *An inventory of current Surveillance Technology and the applicable policies;*
2. *How the Department has used the data collected by its Surveillance Technology;*
3. *How any Surveillance Data is being shared with other entities;*
4. *How well Surveillance Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Surveillance Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Surveillance Technology Report.

Surveillance Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of surveillance:

Reviewed Item	Description	Location	Type
Pump Room	Interior camera monitoring the building's main entrance and pump room.	Unit Well 6	Fixed – fisheye camera
North Hatches	Exterior camera monitoring the north roof accesses into the water reservoir.	Unit Well 6	Fixed – bullet camera
South Hatch	Exterior camera monitoring the south roof access into the water reservoir.	Unit Well 6	Fixed – bullet camera
Front Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 6	Fixed – dome camera
Parking	Exterior camera monitoring the chemical storage room entrance, building front entrance, and parking spot outside of the chemical room.	Unit Well 7	Fixed – dome camera
Generator Door	Exterior camera monitoring the generator room entrance.	Unit Well 7	Fixed – dome camera
Pump Room Entry	Interior camera monitoring the front and side building entrances.	Unit Well 7	Fixed – dome camera
Chemical Room Door	Exterior camera monitoring the chemical storage room entrance.	Unit Well 7	Fixed – dome camera

Reviewed Item	Description	Location	Type
Side Door	Exterior camera monitoring the building side entrance and the parking spot for the building side entrance.	Unit Well 7	Fixed – dome camera
Front Entrance	Exterior camera monitoring the building front entrance.	Unit Well 7	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 7	Fixed – dome camera
Booster Pump Area	Interior camera monitoring the area near the booster pumps.	Unit Well 7	Fixed – dome camera
Pump Room PTZ	Interior camera monitoring the front and side building entrances, the filter area, and the entrance into the generator room.	Unit Well 7	PTZ – dome camera
Pump Room	Interior camera monitoring the building's main entrance.	Unit Well 8	Fixed – dome camera
Hatch	Exterior camera monitoring the roof access into the water reservoir.	Unit Well 8	Fixed – bullet camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 8	Fixed – dome camera
Booster Pump Room	Interior camera monitoring the building main entrance and the booster pump room.	Unit Well 9	Fixed – dome camera
Hatch	Exterior camera monitoring the water reservoir pit entrance and water reservoir climbing pilaster entrance.	Unit Well 9	Fixed – bullet camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 9	Fixed – dome camera

Reviewed Item	Description	Location	Type
Overflow	Exterior camera monitoring the water reservoir overflow discharge pipe.	Unit Well 9	Fixed – bullet camera
Well Pump Room	Interior camera monitoring the well pump room, the chlorine room entrance, and the fluoride room entrance.	Unit Well 9	Fixed – dome camera
Well Pump Room	Interior camera monitoring the building's main entrance and well pump room.	Unit Well 11	Fixed – dome camera
Hatch	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 11	Fixed – bullet camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 11	Fixed – dome camera
Booster Pump Room	Interior camera monitoring the booster pump room.	Unit Well 11	Fixed – dome camera
Well Pump Room	Interior camera monitoring the building's main entrance and well pump room.	Unit Well 12	Fixed – dome camera
Hatch	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 12	Fixed – bullet camera
Parking/Entry	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 12	Fixed – dome camera
Booster Pump Room	Interior camera monitoring the booster pump room.	Unit Well 12	Fixed – dome camera
Well Pump Room	Interior camera monitoring the building's main entrance and well pump room.	Unit Well 13	Fixed – dome camera

Reviewed Item	Description	Location	Type
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 13	Fixed – bullet camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 13	Fixed – dome camera
Booster Pump Room	Interior camera monitoring the booster pump room.	Unit Well 13	Fixed – dome camera
Well Pump Room	Interior camera monitoring the building's main entrance and well pump room.	Unit Well 14	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 14	Fixed – bullet camera
Parking/Entry	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 14	Fixed – dome camera
Booster Pump Room	Interior camera monitoring the booster pump room.	Unit Well 14	Fixed – dome camera
Int. Filter Room	Interior camera monitoring the filter room.	Unit Well 15	Fixed – dome camera
Ext. MCC Room Entrance	Exterior camera monitoring the MCC room entrance on the rear side of the building.	Unit Well 15	Fixed – dome camera
Int. Pump Room	Interior camera monitoring the booster and well pump room.	Unit Well 15	Fixed – dome camera
Ext. Pump Room Entrance	Exterior camera monitoring the entrance into the pump room and the parking lot for the site.	Unit Well 15	Fixed – dome camera

Reviewed Item	Description	Location	Type
Ext. Chemical Room Entrance	Exterior camera monitoring the entrance into the chemical room.	Unit Well 15	Fixed – dome camera
Pump Room	Interior camera monitoring the building's main entrance.	Unit Well 16	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 16	Fixed – dome camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 16	Fixed – dome camera
Pump Room	Interior camera monitoring the building's main entrance.	Unit Well 17	Fixed – dome camera
North Hatch	Exterior camera monitoring the north roof access into the water reservoir.	Unit Well 17	Fixed – dome camera
South Hatch	Exterior camera monitoring the south roof access into the water reservoir.	Unit Well 17	Fixed – dome camera
Parking/Entry	Exterior camera monitoring the building main entrance, chemical storage room entrance, and the site parking spot.	Unit Well 17	Fixed – dome camera
Pump Room	Interior camera monitoring the building main entrance and booster pump area.	Unit Well 18	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 18	Fixed – bullet camera
Front Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 18	Fixed – dome camera

Reviewed Item	Description	Location	Type
Chemical Parking	Exterior camera monitoring the chemical storage room entrance and the chemical storage room parking spot.	Unit Well 18	Fixed – bullet camera
Ext. Backwash Tanks	Exterior camera monitoring the filter backwash tank hatches.	Unit Well 19	Fixed – dome camera
Ext. Chlorine Room	Exterior camera monitoring the chlorine room entrance.	Unit Well 19	Fixed – dome camera
Int. Filter Room	Interior camera monitoring the filter room.	Unit Well 19	Fixed – dome camera
Int. Filter Room Entrance	Interior camera monitoring the entrance into the filter room.	Unit Well 19	Fixed – dome camera
Ext. Parking Lot	Exterior camera monitoring the parking lot for the site.	Unit Well 19	Fixed – dome camera
Ext. Building Entrance/Fluoride Room	Exterior camera monitoring the entrance into the pump room and entrance into the fluoride room.	Unit Well 19	Fixed – dome camera
Ext. North Hatch	Exterior camera monitoring the north hatch on the water reservoir.	Unit Well 19	Fixed – dome camera
Int. MCC Area	Interior camera monitoring the area where the Motor Control Center is located.	Unit Well 19	Fixed – dome camera
Int. Well Pump Room Entrance	Interior camera monitoring the well pump room entrance.	Unit Well 19	Fixed – dome camera

Reviewed Item	Description	Location	Type
Ext. South Hatch	Exterior camera monitoring the south hatch on the water reservoir.	Unit Well 19	Fixed – IR bullet camera
Int. Booster Pump Pit	Interior camera monitoring the pit where the booster pumps are located.	Unit Well 19	Fixed – dome camera
Pump Room Entry	Interior camera monitoring the building's main entrance.	Unit Well 20	Fixed – dome camera
Parking	Exterior camera monitoring the building main entrance, chemical storage room entrance, and the site parking spot.	Unit Well 20	Fixed – dome camera
Sphere Entry	Exterior camera monitoring the water tower entrance.	Unit Well 20	Fixed – bullet camera
Pit	Exterior camera monitoring the water reservoir pit entrance.	Unit Well 20	Fixed – bullet camera
Pump Room	Interior camera monitoring the well pump and booster pump areas.	Unit Well 20	Fixed – fisheye camera
Northwest Hatch	Exterior camera monitoring the northwest roof access into the water reservoir.	Unit Well 24	Fixed – bullet camera
Southwest Hatch	Exterior camera monitoring the southwest roof access into the water reservoir.	Unit Well 24	Fixed – bullet camera
Booster Pump Room Entry	Interior camera monitoring the booster pump building main entrance.	Unit Well 24	Fixed – dome camera

Reviewed Item	Description	Location	Type
Front Parking	Exterior camera monitoring the booster pump building main entrance, the chemical room entrance, and the booster pump building parking spot.	Unit Well 24	Fixed – dome camera
Deepwell Entrance	Exterior camera monitoring the well pump building main entrance and the well pump building parking spot.	Unit Well 24	Fixed – dome camera
Deepwell Pump Room	Interior camera monitoring the well pump building main entrance and well pump room.	Unit Well 24	Fixed – dome camera
Booster Pump Room	Interior camera monitoring the booster pump room in the booster pump building.	Unit Well 24	Fixed – fisheye camera
Pump Room	Interior camera monitoring the building's main entrance.	Unit Well 25	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 25	Fixed – bullet camera
Parking/Entry	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 25	Fixed – dome camera
Pump Room Entry	Interior camera monitoring the building's main entrance and well pump area.	Unit Well 26	Fixed – dome camera
Sphere Entry	Exterior camera monitoring the water tower entrance.	Unit Well 26	Fixed – bullet camera
Hatch East	Exterior camera monitoring the east roof access into the water reservoir.	Unit Well 26	Fixed – bullet camera

Reviewed Item	Description	Location	Type
Hatch West	Exterior camera monitoring the west roof access into the water reservoir.	Unit Well 26	Fixed – bullet camera
Front Parking	Exterior camera monitoring the building main entrance, chemical storage room entrance, and the site parking spot.	Unit Well 26	Fixed – dome camera
Pump Room	Interior camera monitoring the building's main entrance, building side entrance, well pump area, and booster pump area.	Unit Well 26	Fixed – fisheye camera
Pump Room	Interior camera monitoring the building main entrance, the well pump area, and the booster pump area.	Unit Well 27	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 27	Fixed – dome camera
Parking	Exterior camera monitoring the building main entrance, chemical storage room entrance, and the site parking spot.	Unit Well 27	Fixed – dome camera
Pump Room	Interior camera monitoring the building main entrance, the well pump area, and the booster pump area.	Unit Well 28	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 28	Fixed – dome camera
Front Parking	Exterior camera monitoring the building main entrance, chemical storage room entrance, and the site parking spot.	Unit Well 28	Fixed – dome camera
Well Pump Room	Interior camera monitoring the well pump building entrance and the well pump area.	Unit Well 29	Fixed – dome camera

Reviewed Item	Description	Location	Type
Booster Pump Room	Interior camera monitoring part of the well pump area and the booster pump area.	Unit Well 29	Fixed – dome camera
North Hatch	Exterior camera monitoring the north roof access into the water reservoir.	Unit Well 29	Fixed – dome camera
South Hatch	Exterior camera monitoring the south roof access into the water reservoir.	Unit Well 29	Fixed – dome camera
Parking	Exterior camera monitoring the building main entrance, chemical storage room entrance, water filtration room entrance, and the site parking spot.	Unit Well 29	Fixed – dome camera
Filter Room	Interior camera monitoring the water filtration room and water filtration room entrance.	Unit Well 29	Fixed – fisheye camera
Pump Room	Interior camera monitoring the building's main entrance and well pump area.	Unit Well 30	Fixed – dome camera
Hatches	Exterior camera monitoring the roof accesses into the water reservoir.	Unit Well 30	Fixed – bullet camera
Pump Room Entry	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 30	Fixed – dome camera
Chemical Room Entry	Exterior camera monitoring the chemical storage room entrance and the chemical storage room parking spot.	Unit Well 30	Fixed – dome camera
Pump Room Entry	Exterior camera monitoring the building side entrance.	Unit Well 31	Fixed – dome camera

Reviewed Item	Description	Location	Type
Pump Room	Interior camera monitoring the front and side building entrances.	Unit Well 31	Fixed – dome camera
Garage/Storage Lot Entry	Exterior camera monitoring the storage lot entrance and garage entrance.	Unit Well 31	Fixed – dome camera
Backwash Tank Hatches	Exterior camera monitoring the roof accesses into the water filtration backwash tanks.	Unit Well 31	Fixed – dome camera
Reservoir Hatch	Exterior camera monitoring the roof access into the water reservoir.	Unit Well 31	Fixed – dome camera
Garage Exit	Exterior camera monitoring the garage exit and generator area.	Unit Well 31	Fixed – dome camera
Storage Lot	Exterior camera monitoring the site storage lot.	Unit Well 31	Fixed – dome camera
Chemical Room Entry	Exterior camera monitoring the building front entrance, chemical storage room entrance, and the site parking spot.	Unit Well 31	Fixed – dome camera
Reservoir Overflow	Exterior camera monitoring the water reservoir overflow discharge pipe.	Unit Well 31	Fixed – dome camera
Garage Entrance Overhead Door	Interior camera monitoring the garage entrance overhead door.	Unit Well 31	Fixed – dome camera
Garage Exit Overhead Door	Interior camera monitoring the garage exit overhead door.	Unit Well 31	Fixed – dome camera

Reviewed Item	Description	Location	Type
Pump Room PTZ	Interior camera monitoring the front and side building entrances, the well pump area, the water filtration area, the interior entrance into the garage, and the booster pump area.	Unit Well 31	PTZ – dome camera
Filter Area	Interior camera monitoring the water filtration area.	Unit Well 31	Fixed – dome camera
Front Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Booster Station 106	Fixed – dome camera
East Hatch	Exterior camera monitoring the east roof access into the water reservoir.	Booster Station 106	Fixed – dome camera
West Hatch	Exterior camera monitoring the west roof access into the water reservoir.	Booster Station 106	Fixed – dome camera
Pump Room Door	Interior camera monitoring the building's main entrance and booster pump area.	Booster Station 106	Fixed – dome camera
Main Climbing Pilaster	Exterior camera monitoring the reservoir main climbing pilaster entrance.	Reservoirs 113/313	Fixed – dome camera
Vault Door	Interior camera monitoring the reservoir vault entrance.	Reservoirs 113/313	Fixed – dome camera
Overflow	Exterior camera monitoring the water reservoir overflow discharge pipe.	Reservoirs 113/313	Fixed – bullet camera
Vault Entry	Exterior camera monitoring the reservoir vault entrance.	Reservoirs 113/313	Fixed – dome camera

Reviewed Item	Description	Location	Type
Pump Room	Interior camera monitoring the building's main entrance.	Booster Station 115	Fixed – fisheye camera
Pilaster Door	Exterior camera monitoring the reservoir climbing pilaster entrance.	Booster Station 115	Fixed – bullet camera
Parking/Entry	Exterior camera monitoring the building's main entrance and the site parking spot.	Booster Station 115	Fixed – dome camera
Pump Room	Interior camera monitoring the building's main entrance and the booster pump area.	Booster Station 118	Fixed – dome camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Booster Station 118	Fixed – dome camera
Chemical Room Entry	Exterior camera monitoring the chemical storage room entrance.	Booster Station 118	Fixed – dome camera
Building East Side	Exterior camera monitoring the east side of the building.	Booster Station 118	Fixed – dome camera
Building South Side	Exterior camera monitoring the south side of the building.	Booster Station 118	Fixed – dome camera
Pump Room	Interior camera monitoring the building's main entrance.	Booster Station 125	Fixed – bullet camera
Pump Room	Interior camera monitoring the building's main entrance and pump room.	Booster Station 128	Fixed – dome camera

Reviewed Item	Description	Location	Type
Entrance/Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Booster Station 128	Fixed – dome camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Booster Station 213	Fixed – bullet camera
Pump Room	Interior camera monitoring the building's main entrance.	Booster Station 213	Fixed – dome camera
Pump Room	Interior camera monitoring the building's main entrance.	Booster Station 215	Fixed – dome camera
Entrance/Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Booster Station 215	Fixed – dome camera
Door/Overflow	Exterior camera monitoring the water tower entrance and the water tower overflow discharge pipe.	Sphere 225	Fixed – bullet camera
Parking Area	Exterior camera monitoring the water tower parking spot and radio shop building entrance.	Sphere 225	Fixed – bullet camera
Entrance Exterior	Exterior camera monitoring the water tower main entrance.	Blackhawk Tank 228	Fixed – dome camera
Overflow	Exterior camera monitoring the water tower overflow discharge pipe.	Blackhawk Tank 228	Fixed – dome camera
Interior Entry	Interior camera monitoring the water tower main entrance.	Blackhawk Tank 228	Fixed – bullet camera
Pump Room	Interior camera monitoring the building's main entrance, the building main level, and the stairs to the building pit room.	Felland Reservoir 229	Fixed – dome camera

Reviewed Item	Description	Location	Type
East Hatch	Exterior camera monitoring the east roof access into the water reservoir.	Felland Reservoir 229	Fixed – bullet camera
South Hatch	Exterior camera monitoring the south roof access into the water reservoir.	Felland Reservoir 229	Fixed – bullet camera
Parking/Entry	Exterior camera monitoring the building's main entrance and the site parking spot.	Felland Reservoir 229	Fixed – dome camera
Door	Exterior camera monitoring the water tower entrance.	Sphere 315	Fixed – bullet camera
Overflow/Parking	Exterior camera monitoring the water tower parking spot and the water tower overflow discharge pipe.	Sphere 315	Fixed – bullet camera
Employee East Entrance	Interior camera monitoring the building employee east entrance.	Olin Office	Fixed – dome camera
Employee South Entrance	Exterior camera monitoring the building south employee entrance and the parking spots in front of this entrance.	Olin Office	Fixed – dome camera
Meter Shop Entrance	Exterior camera monitoring the building meter shop entrance and the parking spots in front of this entrance.	Olin Office	Fixed – dome camera
Main Entrance Plaza	Exterior camera monitoring the building front entrance plaza.	Olin Office	Fixed – dome camera
Main Entrance	Exterior camera monitoring the building front entrances.	Olin Office	Fixed – dome camera
Patio Entrance	Interior camera monitoring the building patio area entrance.	Olin Office	Fixed – dome camera

Reviewed Item	Description	Location	Type
Patio Parking	Exterior camera monitoring the parking and building entrance near the patio area.	Olin Office	Fixed – dome camera
Reception	Interior camera monitoring the building's main public entrance and reception area. Camera also monitors the entrance into the first floor office area and the stairs to the second floor office area.	Olin Office	Fixed – dome camera
Main Entrance Doors	Exterior camera monitoring the building's main public entrance doors. Camera is also used to identify individuals that call the pump operator after hours to gain entry into the building for use of the conference room.	Olin Office	Fixed – dome camera
Main Gate	Exterior camera monitoring the entrance and exit gate into the employee parking lot.	Olin Office	Fixed – dome camera
VSB Main Entrance/Hallway	Interior camera monitoring the vehicle storage building main entrance, the main hallway for the vehicle storage building, and the entrance into the City IT NOC Room.	Olin Office Vehicle Storage Building	Fixed – dome camera
VSB Entrance Overhead Door	Interior camera monitoring the garage entrance overhead door.	Olin Office Vehicle Storage Building	Fixed – dome camera
VSB Exit Overhead Door	Interior camera monitoring the garage exit overhead door.	Olin Office Vehicle Storage Building	Fixed – dome camera
VSB Entrance Bay	Interior camera monitoring the garage entrance bay.	Olin Office Vehicle Storage Building	Fixed – dome camera
VSB Exit Bay	Interior camera monitoring the garage exit bay.	Olin Office Vehicle Storage Building	Fixed – dome camera

Reviewed Item	Description	Location	Type
Outside Main Entrance	Exterior camera monitoring the building's main public entrance.	Paterson Street Office	Fixed – dome camera
Inside Main Entrance	Interior camera monitoring the building's main public entrance.	Paterson Street Office	Fixed – dome camera
Employee Entrance	Exterior camera monitoring the building's main employee entrance and the south end of the main employee parking lot.	Paterson Street Office	Fixed – dome camera
Employee Interior Entrance	Interior camera monitoring the building's main employee entrance.	Paterson Street Office	Fixed – dome camera
Main Parking Lot South	Exterior camera monitoring the south end of the main employee parking lot.	Paterson Street Office	Fixed – dome camera
Shop/Fuel Pumps	Exterior camera monitoring the fueling station and the mechanical shop overhead door entrances from the employee parking lot.	Paterson Street Office	Fixed – dome camera
Shop Entrance	Exterior camera monitoring the mechanical shop overhead door entrances from Paterson Street.	Paterson Street Office	Fixed – dome camera
VSB Entrance/Exit Overhead Doors	Exterior camera monitoring the entrance and exit overhead doors into the vehicle storage building.	Paterson Street Office	Fixed – dome camera
Back Lot Gate	Exterior camera monitoring the entrance/exit gate for the back employee parking lot.	Paterson Street Office	Fixed – dome camera
Back Lot Entrance	Exterior camera monitoring the building entrance from the back employee parking lot.	Paterson Street Office	Fixed – dome camera

Reviewed Item	Description	Location	Type
Back Parking Lot	Exterior camera monitoring the back employee parking lot.	Paterson Street Office	Fixed – dome camera
Parking Lot South Generator	Exterior camera monitoring the back employee parking lot and the building generator.	Paterson Street Office	Fixed – dome camera
Interior Shop Entrance	Interior camera monitoring the main interior entrance into the mechanical shop.	Paterson Street Office	Fixed – dome camera
Shop Entrance Overhead Door	Exterior camera monitoring the mechanical shop overhead door entrances from Paterson Street.	Paterson Street Office	Fixed – dome camera
Main Gates	Exterior camera monitoring the entrance and exit gates into the main employee parking lot.	Paterson Street Office	Fixed – dome camera
Fuel Pumps	Exterior camera monitoring the fueling station and the north end of the main employee parking lot.	Paterson Street Office	Fixed – dome camera
Shop Door Exterior Entrance	Exterior camera monitoring the mechanical shop exterior entrance.	Paterson Street Office	Fixed – dome camera
Main Parking Lot North	Exterior camera monitoring the north end of the main employee parking lot and the entrance gate into the main employee parking lot.	Paterson Street Office	Fixed – dome camera
Parking Lot Southwest	Exterior camera monitoring the south end of the main employee parking lot and the building generator.	Paterson Street Office	Fixed – dome camera
Building Main St.	Exterior camera monitoring the Main Street side of the building.	Paterson Street Office	Fixed – dome camera

Reviewed Item	Description	Location	Type
VSB South Overhead Door Back Lot	Interior camera monitoring the VSB south overhead door that exits into the back storage lot.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Exit Overhead Door Paterson Street	Interior camera monitoring the VSB exit overhead door to Paterson Street.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Back Lot	Exterior camera monitoring the far east side of the back storage lot and the VSB south overhead door exit.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Center Overhead Door Back Lot	Interior camera monitoring the VSB center overhead door that exits into the back storage lot.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Entrance Overhead Door Paterson Street	Interior camera monitoring the VSB entrance overhead door from Paterson Street.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB North Overhead Door Back Lot	Interior camera monitoring the VSB north overhead door that exits into the back storage lot.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Back Lot East Gate	Exterior camera monitoring the back lot east entrance/exit gate.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Back Lot Storage East	Exterior camera monitoring the east side of the back storage lot.	Paterson Street Vehicle Storage Building	Fixed – dome camera

Reviewed Item	Description	Location	Type
VSB Back Lot Main St Gate	Exterior camera monitoring the back lot entrance/exit gate from Main Street.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Back Lot Storage West	Exterior camera monitoring the back lot entrance/exit gate from Main Street and the west side of the back storage lot.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Entrance Overhead Door	Exterior camera monitoring the VSB entrance overhead door from Paterson Street.	Paterson Street Vehicle Storage Building	Fixed – bullet camera
VSB Main Street	Exterior camera monitoring the vehicle storage building along Main Street.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB East Side	Exterior camera monitoring the vehicle storage building along the east side.	Paterson Street Vehicle Storage Building	Fixed – dome camera
VSB Exit Overhead Door	Exterior camera monitoring the VSB exit overhead door from Paterson Street.	Paterson Street Vehicle Storage Building	Fixed – bullet camera

Usage of Surveillance Technology

Surveillance Data Usage

The water utility uses cameras at its remote sites primarily for security purposes. The cameras are monitored by the 24/7 pump operator to maintain the security of its water facilities. Recorded video is ONLY used for review and/or documentation of incidents that may include damage, theft, or unauthorized access into its facilities.

The water utility allows the public and other agencies to use the main conference room at its Main Administrative Office (119 E Olin Avenue). The water utility uses the camera that monitors the main public entrance at this location to identify individuals that arrive after-hours and to remotely grant access to the the building for use of that conference room.

Sharing Data with Other Entities

Data is not shared with other entities except for use as part of an investigation. The investigation could be initiated by the water utility, City IT, or the Madison Police Department in response to damage, theft, or unauthorized access to its facilities. The water utility has also shared data with Madison Police Department detectives and/or law enforcement officers to aid in the investigation of incidents unrelated to water utility security, specifically potential criminal activity involving the public within the vicinity of water utility facilities.

Access to water utility cameras is limited to select water utility management and operational staff, IT personnel, and the Madison Police Department Forensics team. Other short-term privileges to access or review data may be granted by the water utility on a case-by-case basis.

Safeguarding Individual Information

The water utility does not collect or store any individual information with its camera usage. These cameras are solely used for security, monitoring incidents, and identifying individuals that request after-hours access into the Olin Office for conference room use.

Complaints or Concerns

The water utility has not received complaints or concerns related to its usage of surveillance technology.

Appendix A: Supporting Policies

Use of Video Surveillance Cameras Questionnaire

Please explain your agency's objective behind this occurrence of video surveillance and the scope with which your agency hopes to obtain and fulfill this objective.

1. Madison Water Utility (MWU) utilizes video surveillance cameras at its remote facilities to provide security over its water storage reservoirs, wells, pumping equipment and chemical supply rooms. In addition, they provide security for field personnel and provide documentation of employee accidents and incidents. All 35 remote sites are equipped with cameras.

2. Cameras at the Heim Administration Building (119 E Olin Avenue) and the Operations Center (110 S Paterson Street) facilities and their respective Vehicle Storage buildings provide security over building entrances, vehicle storage areas, and employee/public parking lots. In addition, they provide security for their employees and provide documentation about employee accidents or incidents.

What level of detail is expected from the recorded video and the expected recording area? Examples; facial recognition, license plate recognition, monitoring traffic flow only; overview of an entire city park.

The live and recorded video from MWU cameras is used to identify individuals engaged in illegal behavior and need to allow for the identification of individuals (e.g., face, body dimensions, and clothing) and vehicles (e.g., make, model, color and license plate).

The audio option on the cameras remains deactivated.

How will you provide an individual(s) with notification(s) that video recording devices are in use and that he/she may be recorded on video? *

All MWU employees are notified that video surveillance is conducted 24 hours/day, 365 days/year at MWU facilities. There is signage at all MWU facilities and sites.

Provide location of where each camera will be physically placed by providing a street name, building name, etc. *

Cameras are installed at the following locations:

- Heim Building, Vehicle Storage Building, and parking lots - 119 E. Olin Avenue
- Distribution/Maintenance Building, Vehicle Storage Building, and parking lot - 110 S. Paterson Street
- UW 6 Building and parking - 2757 University Avenue

- UW 7 Building and parking - 1709 North Sherman Avenue
- UW 8 Building and parking - 3206 Lakeland Avenue
- UW 9 Building and parking - 4724 Spaanem Avenue
- UW 11 Building and parking - 102 Dempsey Road
- UW 12 Building and parking - 801 South Whitney Way
- UW 13 Building and parking - 1201 Wheeler Road
- UW 14 Building and parking - 5130 University Avenue
- UW 15 Building and parking - 3900 East Washington Avenue
- UW 16 Building and parking - 6706 Mineral Point Road
- UW 17 Building and parking - 201 South Hancock Street
- UW 18 Building and parking - 1925 South Park Street
- UW 19 Building and parking - 2526 Lake Mendota Drive
- UW 20 Building, Sphere 120, and parking - 2829 Prairie Road
- UW 24 Well Pump Building and parking - 809 E. Dayton Street
- UW 24 Booster Pump Building and parking - 115 N. Livingston Street
- UW 25 Building and parking - 5415 Queensbridge Road
- UW 26 Building, Sphere 126, and parking - 910 S. High Point Road
- UW 27 Building and parking - 18 N. Randall Avenue
- UW 28 Building and parking - 8210 Old Sauk Road (F.B.2249)
- UW 29 Building and parking - 829 N. Thompson Drive
- UW 30 Building and parking - 1133 Moorland Road
- UW 31 Building and parking - 4901 Tradewinds Parkway
- BS 106 Building and parking - 110 Glenway Street
- Reservoirs 113/313 Building - 1314 Lakeview Avenue/1202 Northport Drive
- BS 115 Building and parking - 4701 Bunker Hill Lane
- BS 118 Building and parking - 2497 Greenway View
- BS 125 Building - 6006 Cottontail Trail
- BS 128 Building and parking - 9202 Waterside Street
- BS 213 Building and parking - 1314 Lakeview Avenue
- BS 215 Building and parking - 2718 Crossroads Drive

- Sphere 225 and parking - 435 Milky Way
- Blackhawk Tank 228 and parking - 10451 Old Sauk Road
- Reservoir 229 Building and parking - 1224 Felland Road
- Sphere 315 and parking - 3514 Cross Hill Drive

Please indicate whether or not these cameras are being put in place permanently or for temporary purposes only. *

All MWU cameras are permanently in place.

Identify a person or persons in your agency that will be allowed view access to the video surveillance system. (Note that video that is part of a continuous loop is not considered a record per MGO 3.70(3)(b)(6)a.)

The Water Resources Manager will be responsible for overseeing and managing MWU's video surveillance system. The Control Systems Programmer and Control Systems Technician will be responsible for maintaining the system (software and hardware) and downloading/storing video. Additionally, MWU managers and Pump Operators are allowed to view the continuous loops.

Surveillance records will be shared with individuals directly involved in investigating and following up on an incident. This could include MWU management staff, law enforcement officials, and the City's insurance company.

State your agency's plan on training regarding the use, retention and storage of video surveillance footage.

MWU staff have attended training by the City's Attorney's Office and IT Department. Refresher training will be provided by IT staff and by Genetec Technologies, the manufacturer of the VMS, to management and technical staff.

MWU will use the City's enterprise camera system. Video camera images will be stored on the city's enterprise system for a minimum of two weeks unless needed to identify someone or record a specific incident. Those images will be copied and kept as public records in accordance with local, state and federal public records laws.

If video footage needs to be extracted, for other than a criminal investigation, please identify no more than two people in your agency or division that will be allowed to export the needed video footage. (Please Note: Once video footage has been exported from the system, it is subject to Open Records statutes and must be retained for 7 years.)

The Control Systems Programmer and Control Systems Technician will be responsible for downloading, exporting, and storing video.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94145

File ID:	94145	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/24/2026
File Name:	District 1 Alder Appointment			**Final Action:**	

Title: BY TITLE ONLY: Appointing ___ as alder for District 1 to serve until the Spring 2027 election.

Notes:

Sponsors:	Sabrina V. Madison	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Ald. Sabrina Madison	**Hearing Date:**	
Entered by:	imatthias@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/24/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council Executive Committee (9/1/2026), Common Council (9/8/2026)					

Text of Legislative File 94145

Fiscal Note

Fiscal Note Pending.

Title

BY TITLE ONLY: Appointing ___ as alder for District 1 to serve until the Spring 2027 election.

Body

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94149

File ID:	94149	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/27/2026
File Name:	Recreate the classifications of Fire Community Education Specialist 1, 2 and 3 (CG16, Ranges 13, 16 and 19, respectively) in the salary schedule and recreate 1.0 FTE position #2150 of Fire Education/Enforcement Officer 2 (CG 16, Range 16) as a Fire Commun			**Final Action:**	

Title: Recreate the classifications of Fire Community Education Specialist 1, 2 and 3 (CG16, Ranges 13, 16 and 19, respectively) in the salary schedule and recreate 1.0 FTE position #2150 of Fire Education/Enforcement Officer 2 (CG 16, Range 16) as a Fire Community Education Specialist 3 (CG16, Range 19).

Notes:

Sponsors:	Director of Human Resources	**Effective Date:**	
Attachments:	PB Memo MFD Fire Community Education Spec.pdf, Fire Community Education Specialist 1-3 7-2026.pdf, MFD Comm Ed Spec PD.pdf	**Enactment Number:**	
Author:	Julie Trimbell, Human Resources Recruitment Superv	**Hearing Date:**	
Entered by:	jortiz@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	07/27/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Personnel Board (8/5/26), Common Council (9/8/26)

Text of Legislative File 94149

Fiscal Note

The proposed resolution authorizes recreating PCN #2150 in the position of Fire Education/Enforcement Officer 2 in Compensation Group 16, Range 16 as a Fire Community Education Specialist 3 in Compensation Group 16, Range 19 and reallocates the incumbent, B. Schwister to the position. The employee will continue to underfill the position in their current role. At this time, there is no fiscal impact.

Title

Recreate the classifications of Fire Community Education Specialist 1, 2 and 3 (CG16, Ranges 13, 16 and 19, respectively) in the salary schedule and recreate 1.0 FTE position #2150 of Fire Education/Enforcement Officer 2 (CG 16, Range 16) as a Fire Community Education Specialist 3 (CG16, Range 19).

Body

Resolution recreating the classifications of Fire Community Education Specialist 1, 2 and 3 (CG16, Ranges 13, 16 and 19, respectively) in the salary schedule and recreating the 1.0 FTE position #2150 of Fire Education/Enforcement Officer 2 (CG 16, Range 16), currently filled by B. Schwister (who will continue to underfill the position in their current role), as a Fire Community Education Specialist 3 (CG16, Range 19), within the Fire Department Operating Budget, thereof.

TO: Personnel Board

FROM: Julie Trimbell, Human Resources

DATE: July 21, 2026

SUBJECT: Fire Community Education Specialist

The Human Resources Department received a request from Fire Chief Chris Carbon and Fire Marshal Bill Sullivan to recreate the previously deleted classification series of Fire Community Education Specialist 1 – 3 (CG16, Ranges 13, 16 and 19, respectively) and to recreate the 1.0 FTE Fire Education/Enforcement Officer 2 position, #2150, (CG 16, Range 16) currently filled by Bernadette Schwister, to a 1.0 FTE Fire Community Education Specialist 3 position. The needs of the Madison Fire Department (MFD) have changed over time and a dedicated position for community education, outreach and programming is necessary for prevention purposes.

The previous Fire Community Education Specialist series was deleted in 2012 and a hybrid classification series of Fire Education/Enforcement Officer 1 – 2 (CG16, Ranges 13 and 16) was created to better accommodate fluctuating demands/needs throughout the year. This hybrid classification included both community education/programming and code enforcement/inspection responsibilities. The current needs of the Fire Department require a dedicated position focused solely on community education and programming, which includes:

- Directing the fire and life safety education program
- Developing and implementing fire and life safety programming for the public
- Conducting training and education for other MFD personnel involved with delivering such programming
- Collaborating with the Fire Marshall to coordinate and develop Community Risk Reduction priorities
- Serving as back up to and assisting the Fire Public Information Officer in communication efforts
- Performing administrative functions, such as writing grant submissions and preparing reports.

The responsibilities of the Fire Community Education Specialist classification series remain the same with additional emphasis on aligning programming to local data, expanding programming beyond students to other community members and groups, and evaluating the effectiveness of programming.

The Fire Department intends to retain the hybrid classification series of Fire Education/Enforcement Officer 1 – 2 as it may be used in the future. Therefore, I recommend recreation of the previously deleted classification series of Fire Community Education Specialist 1, 2 and 3 (CG16, Ranges 13, 16 and 19, respectively) and recreation of the 1.0 FTE Fire Education/Enforcement Officer 2 position, #2150, (CG 16, Range 16), to a 1.0 FTE Fire Community Education Specialist 3 position, within the Fire Department operating budget. The current employee will not be reallocated to the new classification and instead will underfill the position as currently classified.

The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

Compensation Group/Range	2026 Annual Minimum (Step 1)	2026 Annual Maximum (Step 5)	2026 Annual Maximum +12% longevity
16/13	$67,455	$75,174	$84,195
16/16	$72,561	$83,224	$93,211
16/19	$80,277	$93,663	$104,902

cc: Chris Carbon – Fire Chief
Bill Sullivan – Fire Marshal
Erin Hillson – Human Resources Director
Kurt Rose – Employee & Labor Relations Manager
Richard Marx - Local 6000 Representative
Joe Seifert – Local 6000 Representative

FIRE COMMUNITY EDUCATION SPECIALIST 1-3

CLASS DESCRIPTION

General Responsibilities:

This is responsible paraprofessional work in the development and implementation of the Madison Fire Department's Community Education, Community Outreach and Community Risk Reduction Program (which incorporates community education, public relations, and related services). Under the general supervision of the Fire Marshal, employees exercise judgment and discretion in the strategic implementation of assigned responsibilities. This series is structured to provide for career progression from Fire Community Education Specialist 1 to 2 based on personal development. Progression to the Fire Community Education Specialist 3 (leadworker) position is accomplished by competition. The levels of the Fire Community Education Specialist series are structured as follows:

Fire Community Education Specialist 1:

This is entry level fire and life safety, public and community education work. The work is initially performed under supervision, but employees are expected to work with increasing independence as they gain familiarity with related methodologies, techniques and processes.

Fire Community Education Specialist 2:

This is journey level fire and life safety, public and community education work characterized by a fully developed knowledge of the applicable methodologies, fire and life safety techniques and principles, fire codes, fire ground operations, media and public relations, educational methods and techniques, and other related procedures and techniques. The work is performed with significant independence and requires judgment and discretion in carrying out assigned activities.

Fire Community Education Specialist 3:

This is advanced-level fire and life safety, public and community education work and involves staff and program leadership and coordinative responsibilities. The work includes performing the more complex assignments and is characterized by programmatic responsibility.

Examples of Duties and Responsibilities:

Fire Community Education Specialist 1:

Under supervisor, represent the department in a wide variety of community events and engagements by providing information to community groups, schools and others regarding departmental activities, events, recommended safety precautions, and how to respond in an emergency, etc.

Maintain and update knowledge of fire causes and injury statistics on a local, regional and national level. Identify a wide array of community risks based on facts and data. Participate

in updating curriculum to reflect changes in data, trends and technology. Evaluate education programs and delivery methods for desired impacts and outcomes.

Collaborate with the Fire Marshall to coordinate and develop Community Risk Reduction priorities.

Prepare and conduct comprehensive fire and life safety prevention/education programs in elementary and secondary schools. Identify and present fire and life safety curriculum to various audiences within the community. Provide community education on emerging hazards and trends to promote awareness and resiliency.

Prepare and present fire and life safety training for other City agencies and staff. Educate and prepare MFD members on fire and life safety curriculum, delivery techniques, and consistent messaging.

Recommend, initiate and coordinate community public safety events. Participate and coordinate with community partners with the development and delivery of various prevention and safety programs. Coordinate MFD participation in public relation events. Connect community requests to appropriate agencies or services to meet their unique needs.

Assist the Fire Public Information Officer with responding to informational requests from the media and the public, preparing relevant statistics, reports, etc. Present on-air information in a professional manner both in studio and in the field.

Work as one of the team members of the Occupant Services Unit. Prepare incident-based press releases for approval by a Chief Officer. Disseminate press releases. Serve as a departmental representative with the owners and occupants of buildings where fire has occurred.

Develop, recommend and utilize diverse modes of public information (e.g., website, social media, etc.) to supplement external media sources. Prepare and distribute news releases, narrative reports, flyers, brochures, information packages and public service announcements to media, external agencies and the public.

Perform related work as required.

Fire Community Education Specialist 2:

Perform all duties of a Fire Community Education Specialist 1 with greater knowledge and independence.

Recommend and participate in the development and implementation of new and/or specialized programs to address identified community risks. Present diverse fire and life safety education programs to the community.

Plans and coordinates designated special events for the department. i.e. Safety Saturday, Dane County Fire Truck Parade.

Perform related work as required.

Fire Community Education Specialist 3:

Perform all duties of a Fire Community Education Specialist 2 with greater expertise, knowledge, independence, and judgment.

Develop and coordinate community education and public relations programs and lead related staff activities. Develop and coordinate community education activities with other fire department programs.

Define public education learning objectives and identify training methods, materials, and presentation requirements. Identify key performance indicators and measure results.

Prepare reports pertaining to fire and life safety education activities and maintain statistical data. Prepare annual Goals and Objectives for the Community Education Division.

Write and implement approved grants relating to fire and life safety prevention programs.

Provide leadership and training to department staff. Receive and resolve public concerns. Report performance problems. Establish staff priorities, coordinate schedules and special projects, train new staff, and assess and provide ongoing staff training.

Perform the most complex community education and media and public relations activities.

Perform special projects such as: develop and implement fire code compliance educational training programs; develop and coordinate education programs for specially challenged individuals or special needs groups; conduct research on community education programs offered on a national level and adapting them to meet local level needs; and serve on planning committees, community groups, and departmental teams.

Perform related work as required.

QUALIFICATIONS

Knowledges, Skills and Abilities:

Fire Community Education Specialist 1:

Working knowledge of community and media relations principles, practices, techniques, and procedures. Working knowledge of educational principles, practices, and procedures. Knowledge of and ability to use computer software applicable to the duties of the position. Ability to acquire knowledge of fireground tactics and emergency medical responses. Ability to present training and informational programs and materials to diverse groups. Ability to assist in the development of educational and informational programs and materials. Ability to communicate effectively, both orally and in writing. Ability to prepare accurate and effective news releases. Ability to collect information through interviews. Ability to train diverse groups and individuals. Ability to develop and maintain effective working relationships with department staff, the media, educators, and the public. Ability to maintain adequate attendance.

Fire Community Education Specialist 2:

Thorough knowledge of community and media relations principles, practices, techniques, and procedures. Thorough knowledge of educational principles, practices, techniques, and procedures. Working knowledge of standard recordkeeping procedures. Working knowledge of fireground tactics and emergency medical responses. Ability to acquire knowledge of fire code enforcement practices. Ability to develop, recommend and present training and informational programs and materials to diverse groups. Ability to communicate effectively, both orally and in writing. Ability to prepare accurate and effective news releases. Ability to collect information through interviews. Ability to research and compile information. Ability to train diverse groups and individuals. Ability to develop and coordinate effective media programs and community education activities. Ability to develop and maintain effective working relationships with department staff, the media, educators, and the public. Ability to maintain adequate attendance.

Fire Community Education Specialist 3:

Thorough knowledge of community and media relations principles, practices, techniques, and procedures. Thorough knowledge of educational principles, practices, techniques, and procedures. Thorough knowledge of fireground tactics and emergency medical responses. Working knowledge of fire code enforcement practices. Ability to develop and present training and informational programs and materials to diverse groups. Ability to provide leadership and training to Community Education staff, to monitor educational activities, and to ensure conformance with established standards and priorities. Ability to effectively participate in the development of applicable policies and procedures. Ability to prioritize and oversee multiple projects and the work of lower-level staff. Ability to work independently and exercise initiative, discretion, and judgment in resolving issues. Ability to keep accurate records and prepare narrative and statistical reports. Ability to communicate effectively, both orally and in writing. Ability to prepare accurate and effective news releases. Ability to collect information through interviews. Ability to research and compile information. Ability to develop and coordinate effective media programs and community education activities. Ability to develop and maintain effective working relationships with department staff, the media, educators, and the public. Ability to maintain adequate attendance.

Training and Experience:

Fire Community Education Specialist 1:

One year of education, training, or media/community public relations work involving safety, health, or similar technical program areas. Such experience would normally be gained after completion of at least two years of college level coursework in public relations, communication, education, marketing, journalism, or a related area.

Fire Community Education Specialist 2:

Two years of experience comparable to that gained as aFire Community Education Specialist 1 level with the City of Madison.

Fire Community Education Specialist 3:

Two years of experience comparable to that gained as a Fire Community Education Specialist 2 with the City of Madison, or in a related public safety program including or supplemented by project coordination and leadership responsibilities.

All Levels:

Other combinations of training and/or experience which can be demonstrated to result in the possession of the knowledge, skills, and abilities necessary to perform the duties of these positions will also be considered.

Necessary Special Qualifications: (All Levels)

Possession of a valid driver's license

Employees may be expected to work on-call for after-hours duties as a team member of the Occupant Services Unit.

Certification as a Fire and Life Safety Educator I is required for the Fire Community Education Specialist 2 and 3 levels.

Physical Requirements:

Employees will be expected to travel throughout the City to various locations to conduct presentations and educational activities.
Employees must have physical strength and agility to transport, display, and demonstrate personal fire safety equipment, training materials and props, and AV equipment.
This position requires work outdoors in all types of weather including responding to emergency scenes (for media purposes) under varying environmental and terrain conditions.

Department/Division	Classification	Comp. Group	Range
Fire Department	Fire Community Education Specialist 1	16	13
Fire Department	Fire Community Education Specialist 2	16	16
Fire Department	Fire Community Education Specialist 3	16	19

Approved: _____

Erin Hillson Date
Human Resources Director

CITY OF MADISON POSITION DESCRIPTION

1. Name of Employee (or "vacant"):

   VACANT

   Work Phone: TBD

2. Class Title (i.e. payroll title):

   COMMUNITY EDUCATION OFFICER

3. Working Title (if any):

   COMMUNITY EDUCATION OFFICER

4. Name & Class of First-Line Supervisor:

   FIRE MARSHAL

   Work Phone: 608-266-4457

5. Department, Division & Section:

   FIRE PREVENTION DIVISION

6. Work Address:

   314 W DAYTON STREET, MADISON WI 53703

7. Hours/Week: 38.75

   Start time: 7:30 End time: 4:00

8. Date of hire in this position:

   TBD

9. From approximately what date has employee performed the work currently assigned:

   TBD

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10. Position Purpose: (How this position fits into the overall mission, vision, and goals of your agency and work unit.)

    Wisconsin Administrative Code SPS 314.01(13) Lists public fire education services as one of the required duties of the fire chief and the fire department. Each fire department should provide fire education with the territory served by the fire department. The education should cover fire prevention week activities, school visits, fire department safety demonstrations, fire extinguishers and smoke alarm demonstrations. Provide school fire safety education programs, public fire education programs and public service announcements.

11. Position Summary:

    This is professional work involving community education, community outreach and community risk reduction programs within the Fire Prevention Division of the Madison Fire Department. This work involves collaboration with fire department operations, prevention, emergency management, public information, and will be based on local data; to develop and implement programs that address the current risks and hazards that the City of Madison is exposed to.

12. Functions and Worker Activities: (Do NOT include duties done on an "Out-of-Class" basis.)

40% A. Direct the Department's fire and life safety education programs.
1. Responsible for the coordination and delivery of public education presentations to elementary schools during Fire Prevention Month.
2. Responsible for the coordination and delivery of fire and life safety programs to secondary schools.
3. Responsible for coordination and delivery of fire and life safety training to community organizations and other City agencies.
4. Responsible for the planning and operation of Safety Saturday and similar education events.
5. Coordinate MFD participation in community events
6. Connect community requests to appropriate agencies for service

30% B. Responsible for developing and implementing fire and life safety programs
1. Reviews local data to identify areas where training and education could improve safety, reduce injuries/death, and reduce the reliance on emergency response.
2. Evaluates the effectiveness and outcomes of existing education programs
3. Recommend, initiate and coordinate community public safety events
4. Participate and coordinate with community partners with development and delivery of safety and prevention programs
5. Responsible for the development and implementation of new fire and life safety training programs
6. Provide community education on emerging hazards and trends to promote awareness and resiliency.

10% C. Training and Education
1. Educate and prepare MFD members on fire and life safety curriculum, delivery techniques, and consistent messaging.
2. Represent the City in the development of regional drills and exercises and participate in such drills
3. Maintain and update knowledge of fire causes, deaths and injury statistics on a local, regional, and national level
4. Identify a wide array of community risks and factors based on data and fact
5. Maintain knowledge and skills on contemporary educational and teaching methods

10% D. Assist the Fire Public Information Officer and Occupant Services Unit
1. Participate in the Occupant Services Unit on-call rotation
2. Assist the PIO in responding to requests for information from the media, public, or others.
3. Present fire & life safety messages on-air in the studio or in the field for both radio and TV.
4. Prepare news releases, flyers, brochures, information packets and public service announcements to media, external agencies and the public.

5% E. Administrative Functions
1. Write grant submittals for funding
2. Establish goals and objectives for the community education unit
3. Prepare reports and provide data to stakeholders

5% F. Perform other job-related duties as directed by the Fire Chief or Fire Marshal

13. Primary knowledge, skills and abilities required:

Working knowledge of community and media relations principles, practices, techniques, and procedures.
Working knowledge of educational principles, practices, techniques, and procedures.
Knowledge of or ability to acquire knowledge of fireground tactics and emergency medical responses.
Knowledge of or ability to acquire knowledge of fire code enforcement practices.
Knowledge of and ability to use computer software applicable to the duties of the position. Ability to present training and informational programs and materials to diverse groups. Ability to use computers to write letters

and reports, and to operate related applications such as GIS and timekeeping programs. Ability to assist in the development of educational and informational programs and materials. Ability to communicate effectively, both orally and in writing. Ability to prepare accurate and effective news releases. Ability to collect information through interviews. Ability to research and compile information. Ability to train diverse groups and individuals. Ability to develop and maintain effective working relationships with department staff, the media, educators, and the public. Ability to use a digital camera and to download images onto a computer. Ability to testify in court, as necessary. Ability to write letters and simple reports. Ability to follow instructions. Ability to organize, record, and present inspection data. Ability to exercise judgment and initiative, and to work independently. Ability to deal tactfully and firmly with potentially hostile individuals. Ability to maintain adequate attendance.

Ability to interpret, apply and explain policies and procedures. Ability to gather, organize, evaluate, and analyze data. Ability to make independent judgments. Knowledge of applicable laws, rules, regulations, ordinances and codes pertaining to emergency management activities, safety procedures and standards, and hazardous materials. Ability to manage multiple projects at one time, skilled in effective time management and resource utilization, and able to adapt quickly to changing situations. Ability to prepare reports, proposals, plans and recommendations. Ability to work independently in the absence of specific instructions or supervision by following verbal and/or written instructions effectively.
Ability to work both indoors and outdoors in extreme heat (100°+) and cold (20°F) around potential mechanical, electrical, explosive, radiation, fume/odor, dust/mite, chemical, natural, and toxic waste hazards.

Knowledge of administrative skills, including data analysis and accurate reporting data and information in an unbiased manner. Knowledge of database principles and practices, as well as computer and software applications as it relates to reporting and analyzing of data.
Skilled in the effective operation of office and computer equipment and various software packages, including but not limited to Word, Excel, PowerPoint, Outlook and Access. Ability to effectively communicate both orally and in writing. Ability to establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work, including employees, external agencies, other organizations, and the public. Ability to work effectively with all levels of employees and management and assist in providing solutions to projects and tasks.

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14. Required licenses and/or registration:

    Valid Driver's License

15. Physical requirements:

    Standing/walking; sitting for desk/office related work; ability to use a computer for 50% of work day or more; occasional stooping, kneeling, crouching or crawling, lifting objects

16. Supervision received (level and type):

    General supervision

17. Leadership Responsibilities:

    This position:
    - ☐ is responsible for supervisory activities (Supervisory Analysis Form attached).
    - ☐ has no leadership responsibility.
    - ☒ provides general leadership (please provide detail under Function Statement).

18. Employee Acknowledgment:

☐ I prepared this form and believe that it accurately describes my position.
☐ I have been provided with this description of my assignment by my supervisor.
☐ Other comments (see attached).

EMPLOYEE _____ DATE _____

19. Supervisor Statement:

☐ I have prepared this form and believe that it accurately describes this position.
☐ I have reviewed this form, as prepared by the employee, and believe that it accurately describes this position.
☐ I have reviewed this form, as prepared by the employee, and find that it differs from my assessment of the position. I have discussed these concerns with the employee and provided them with my written comments (which are attached).
☐ I do not believe that the document should be used as the official description of this position (i.e., for purposes of official decisions).
☐ Other comments (see attached).

SUPERVISOR _____ DATE _____

Note: Instructions and additional forms are available from the Human Resources Dept., Room 501, City-County Bldg. or by calling 266-4615.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94150

File ID:	94150	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/24/2026
File Name:	Create a 1.0 FTE Real Estate Development Specialist 4 position within the DPCED Office of the Director Operating Budget.			**Final Action:**	

Title: Create a 1.0 FTE Real Estate Development Specialist 4 position within the DPCED Office of the Director Operating Budget.

Notes:

Sponsors:	Director of Human Resources	**Effective Date:**	
Attachments:	PB Memo CDA Real Estate Dev Spec 4.pdf, CDA Real Estate Dev Spec 4 PD.pdf	**Enactment Number:**	
Author:	Julie Trimbell, Human Resources Recruitment Superv	**Hearing Date:**	
Entered by:	jortiz@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	07/27/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Common Council (9/8/26)

Text of Legislative File 94150

Fiscal Note

The proposed resolution authorizes the creation of a Real Estate Development Specialist 4 (RED 4) position in DPCED Office of the Director's 2026 Operating Budget. Similar to the other RED 4 position housed in the Office, this new position will be fully allocated to the CDA Fund. The position will be created in Comp Group 18, Range 12. The estimated cost of the position for the remainder of 2026 is $34,200 including benefits (est. start date of 9/27/26). The estimated annual cost is $129,400.

Funding for the position in 2026 will be funded by salary savings within CDA Redevelopment. The CDA Fund is funded through reimbursable expenses for specific construction projects, tax credits for development projects, and federal sources; there is no impact on the City's General Fund. Position authority and sufficient budget for the position will be included in future

operating budgets. No additional appropriation required.

Title

Create a 1.0 FTE Real Estate Development Specialist 4 position within the DPCED Office of the Director Operating Budget.

Body

Resolution creating a 1.0 FTE Real Estate Development Specialist 4 position (CG18, R12), within the DPCED Office of the Director's Operating Budget, to be fully allocated to the CDA Fund, thereof.

TO: Finance Committee

FROM: Julie Trimbell, Human Resources

DATE: July 21, 2026

SUBJECT: Real Estate Development Specialist 4 – CDA Housing Operations

Department of Planning, Community and Economic Development (DPCED) Director Matt Wachter is requesting the creation of a 1.0 FTE Real Estate Development Specialist 4 (CG18, Range 12) position to perform complex project management, financial and project analysis, and property acquisition and disposal work focused on housing development and redevelopment. Upon reviewing the submitted position description, I recommend creating a new 1.0 FTE position of Real Estate Development Specialist 4 in CG 18, Range 12 for the reasons outlined in this memo.

The City's goal of expanding affordable housing options for low- and moderate-income residents has increased the number of redevelopment projects. In order to manage these projects, the City has had to rely on the work of consultants. In an effort to manage these projects more efficiently and cost effectively, and to provide housing more rapidly, DPCED is requesting an additional Real Estate Development Specialist 4 position. This position will perform similar work as the current Real Estate Development Specialist 4 described as:

> …**advanced-level** professional financial analysis and project management work in Real Estate Development Specialist series. Employees at this level are assigned **complex** economic development projects, and/or the City's Tax Incremental Financing (TIF) Program, and may incorporate long-term complex projects. The work is characterized by **considerable independent judgment and discretion** in the full range of real estate development activities and places **emphasis on the more complex and discretionary** elements of professional real estate development, including ongoing project management, policy and program development, and coordination with and/or leadership of various ad-hoc inter/intra-departmental project teams. [emphasis added]

The position will be authorized within the DPCED Office of the Director and supervised by the Administrative Services Manager in the Office. Like the existing Real Estate Development Specialist 4 position within the Office, the new position will be fully allocated to the CDA Fund and will therefore not impact the City's General Fund.

As the Real Estate Development Specialist 4 classification already exists in the City's classification scheme, creation of a Real Estate Development Specialist 4 position within the Housing Operations operating budget may be authorized directly by the Finance Committee, according to Mayoral APM 2-4. Therefore, I recommend creation of a 1.0 FTE Real Estate Development Specialist 4 position (CG 18, Range 12) within the DPCED Office of the Director's 2026 operating budget to be fully allocated to the CDA Fund.

The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

Compensation Group/Range	2026 Annual Minimum (Step 1)	2026 Annual Maximum (Step 5)	2026 Annual Maximum +12% longevity
18/12	$93,996	$113,478	$127,095

cc: Matt Wachter - Department of Planning, Community and Economic Development Director
Chad Ruppel – CDA Housing Director
Heather Stouder – DPCED Administrative Services Manager

CITY OF MADISON POSITION DESCRIPTION

1. Name of Employee (or "vacant"):

   Vacant

   Work Phone: 608-243-0301

2. Class Title (i.e. payroll title):

   Real Estate Development Specialist 4

3. Working Title (if any):

   N/A

4. Name & Class of First-Line Supervisor:

   Heather Stouder, Administrative Services Manager (CG18, R15)

   Work Phone: 608-261-5567

5. Department, Division & Section:

   Department of Planning, Community, & Economic Development (DPCED) – Office of the Director, and; DPCED – Community Development Authority (CDA) - Redevelopment

6. Work Address:

   Madison Municipal Building, Suite 130

7. Hours/Week: 38.75

   Start time: 8:30 AM End time: 5:00 PM

8. Date of hire in this position: September 2026

9. From approximately what date has employee performed the work currently assigned: TBD

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10. Position Summary:
    This is an advanced level professional real estate position encompassing the planning, coordination, construction, and implementation of housing development and transactions including sale and management of real property interests for the City, financial analysis, negotiation, deal structuring, and project management. This work is characterized by considerable independent judgment and discretion in the full range of development activities and places emphasis on more complex and discretionary elements of real estate development including ongoing project management and coordination with and/or leadership of various ad-hoc interdepartmental teams.

    The work of the Real Estate Development Specialist focuses primarily on the CDA Redevelopment agency's real estate portfolio, which generally corresponds to the work and skills required in the Real Estate Development Specialist series. Additionally, this position will lead affordable housing redevelopment efforts for CDA properties in coordination with CDA Housing Operations staff. This work requires strict adherence to federal HUD regulations and specific guidance for real estate property redevelopment and often requires extensive interagency coordination of key stakeholders within and outside of DPCED. Work is performed under the general supervision of the Administrative Services Manager in the Office of Director with substantial collaboration with and oversite from the CDA Housing Director and CDA Executive Director/DPCED Director.

11. Functions and Worker Activities: (Do NOT include duties done on an "Out-of-Class" basis.)

30% A. Project Management

1. Conduct site searches for City Real Estate or CDA Housing Development and Redevelopment projects.
2. Hire through requests for proposals (RFP) developers, architects, and contractors serving on housing development project teams.
3. Manage complex real estate projects and lead housing development project teams.
4. Participate in and/or lead City/CDA staff teams to lead and develop housing projects including their planning, financing, construction, and ongoing asset management.
5. Negotiate complex financial packages for housing development projects (e.g. Section 42 tax credits, bank financing, etc.)
6. Analyze options and recommend deal structures for housing projects such as lease vs own, ground leasing, condominium, levels of affordability, etc.

30% B. Financial and Project Analysis

1. Oversee and/or prepare reports to determine findings of blight, suitability for development, economic feasibility, zoning and land use conformance, probability of project success, and other related information related to financial and project analysis.
2. Conduct financial and feasibility analysis of housing and other real estate projects, including those requesting financial support from the City.
3. Provide comprehensive reporting to staff colleagues and policy makers regarding findings of financial and project analysis.

25% C. Property Acquisition and Disposal

1. Negotiate and manage transactions for the acquisition and/or sale of City real estate.
2. Determine and administer the process for the acquisition and/or disposal of land banked and surplus property.
3. Coordinate with the City of Madison Attorney's Office as needed to support property transactions.

15% D. General

1. Track and analyze real estate housing market data and trends.
2. Respond to housing inquiries from general public and elected officials.
3. Make presentations on housing development projects to committees and community groups.
4. Attend training, develop skills, and remain current on issues impacting housing development.
5. Support special projects to expand and improve affordable housing program delivery in Madison--including grant and program funding applications, HUD property removal applications, RAD applications.
6. Perform related work as assigned.

12. Primary knowledge, skills and abilities required:

- Thorough knowledge of the theories, principles, practices, documents and laws applicable to real estate development.
- Thorough knowledge of the theories, principles, and practices of commercial real estate finance (discounted cash flow, IRR, basic accounting).
- Thorough knowledge of private and governmental sources of financing and of local, state and federal programs to encourage affordable housing development (Public Housing, RAD, Section 8, HOME, CDBG, and Section 42 tax credits).
- Working knowledge of governmental agency operations as they relate to real estate development activities.
- Knowledge of urban planning, construction, and sustainability principles.
- Thorough knowledge of the theories, principles, practices, documents and laws pertinent to real estate acquisition, leasing, and sale within a governmental context.
- Thorough knowledge of real estate market trends and data.

- Ability to perform complex financial feasibility analysis relevant to the granting of public funding assistance (TIF, loans, grants, cost write-downs).
- Working knowledge of and ability to use computer software applicable to position responsibilities (GIS, Excel, PowerPoint, CoStar).
- Skill in real estate market research and data analysis.
- Skill in conducting real estate negotiations.
- Ability to work with and communicate with a wide variety of people and groups.
- Ability to work effectively with multi-cultural populations.
- Ability to maintain effective working relationships.
- Ability to speak before groups including presenting data visually, explaining complex real estate transactions and answering technical questions from City Committees.
- Ability to organize facts and present them clearly in written or graphic form.
- Strong project management skills and ability to lead and coordinate professional staff on a project basis.
- Ability to perform on-site inspections of buildings and property.
- Ability to maintain adequate attendance.

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13. Special tools and equipment required:

    None

14. Required licenses and/or registration:

    Possession of a valid driver's license or the ability to meet the transportation and mobility requirements of this position.

15. Physical requirements:

    The incumbent will be expected to travel throughout the City to visit city-owned property or property under consideration for acquisition.

    The incumbent will be expected to attend meetings and provide presentations outside the normal work schedule, including occasional evenings and weekends.

16. Supervision received (level and type):

    Work is performed under the general supervision of the DPCED Administrative Services Manager with additional oversite from and substantial collaboration with the CDA Housing Director and CDA Executive Director / DPCED Director.

17. Leadership Responsibilities:

    This position:
    - ☐ is responsible for supervisory activities (Supervisory Analysis Form attached).
    - ☐ has no leadership responsibility.
    - ☒ provides general leadership (please provide detail under Function Statement).

18. Employee Acknowledgment:

    - ☐ I prepared this form and believe that it accurately describes my position.
    - ☐ I have been provided with this description of my assignment by my supervisor.
    - ☐ Other comments (see attached).

EMPLOYEE _____ DATE _____

19. Supervisor Statement:

- ☒ I have prepared this form and believe that it accurately describes this position.
- ☐ I have reviewed this form, as prepared by the employee, and believe that it accurately describes this position.
- ☐ I have reviewed this form, as prepared by the employee, and find that it differs from my assessment of the position. I have discussed these concerns with the employee and provided them with my written comments (which are attached).
- ☐ I do not believe that the document should be used as the official description of this position (i.e., for purposes of official decisions).
- ☐ Other comments (see attached).

_____ 5/6/2026_____

SUPERVISOR DATE

Note: Instructions and additional forms are available from the Human Resources Dept., Room 261, Madison Municipal Building, (608) 266-4615.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94160

File ID:	94160	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/27/2026
File Name:	CSM - 5025-5029 Sheboygan Ave			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Monticello Holdings, LLC located at 5025-5029 Sheboygan Avenue (District 11).

Notes:

Sponsors:	Planning Division	**Effective Date:**	
Attachments:	Application.pdf, Proposed CSM.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tparks@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/27/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Common Council (9/8/26)

Text of Legislative File 94160

Fiscal Note
No City appropriation is required with the approval of this certified survey map. City costs associated with urban development in this area will be included in future operating and capital budgets subject to Common Council approval.

Title
Approving a Certified Survey Map of property owned by Monticello Holdings, LLC located at 5025-5029 Sheboygan Avenue (District 11).

Body
WHEREAS a Certified Survey Map of property owned by Monticello Holdings, LLC located at 5025-5029 Sheboygan Avenue, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or their designee, as provided for in Section 16.23(4)(f) of Madison General Ordinances; and

WHEREAS Chapter 236, Wisconsin Statutes requires that the Madison Common Council approve any dedications proposed or required as part of the proposed division of the lands contained on said Certified Survey Map;

NOW THEREFORE BE IT RESOLVED that said Certified Survey Map, bond and subdivision contract, subsequent affidavits of correction, parkland acquisition documents, easement or right-of-way release or procurement documents or any other related document or documents as deemed necessary by the Secretary of the Plan Commission in accordance with the approval of said Certified Survey Map are hereby approved by the Madison Common Council.

BE IT FURTHER RESOLVED that the Mayor and City Clerk of the City of Madison are hereby authorized to sign the above mentioned documents related to this Certified Survey Map.

BE IT FURTHER RESOLVED that all dedications included in this Certified Survey Map or required as a condition of approval of this Certified Survey Map be and are hereby accepted by the City of Madison.

BE IT FURTHER RESOLVED that the Common Council authorizes City staff to request approval from the Capital Area Regional Planning Commission of any minor revisions to adopted environmental corridor boundaries within the Central Urban Service Area relating to this land division, and that the Council recognizes and adopts said revised boundaries.

BE IT FURTHER RESOLVED that the Planning Division is authorized to reflect the recorded Certified Survey Map in the Comprehensive Plan and any applicable neighborhood plans.

SUBDIVISION APPLICATION

**** Please read both pages of the application completely and fill in all required fields ****

For a digital copy of this form with fillable fields, please visit:
https://www.cityofmadison.com/sites/default/files/city-of-madison/development-services-center/documents/SubdivisionApplication.pdf

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call the Planning Division at (608) 266-4635.

Si necesita interprete, traductor, materiales en diferentes formatos, u otro tipo de ayuda para acceder a estos formularios, por favor llame al (608) 266-4635.

Yog tias koj xav tau ib tug neeg txhais lus, tus neeg txhais ntawv, los sis xav tau cov ntaub ntawv ua lwm hom ntawv los sis lwm cov kev pab kom paub txog cov lus qhia no, thov hu rau Koog Npaj (Planning Division) (608) 266-4635.

City of Madison
Planning Division
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
(608) 266-4635

7/20/26 8:40 a.m.

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of $10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (M.G.O. Sec. 2.40). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

1. Application Type

☐ Preliminary Subdivision Plat ☐ Final Subdivision Plat ☑ Land Division/Certified Survey Map (CSM)

If a Plat, Proposed Subdivision Name: _____

2. Review Fees

- For Preliminary and/or Final Plats, an application fee of $250, plus $50 per lot or outlot contained on the plat.
- For Certified Survey Maps, an application fee of $250 plus $200 per lot and outlot contained on the CSM.

Make checks payable to "City Treasurer" and mail it to the following address: City of Madison Building Inspection; P.O. Box 2984; Madison, WI 53701-2984. Please include a cover page with the check which includes the project address, brief description of the project, and contact information.

3. Property Owner and Agent Information

Name of Property Owner: Monticello Holdings LLC Representative, if any: Daniel Katz - Katz Properties

Street address: 9001 N WHITE OAK LN City/State/Zip: BAYSIDE WI 53217

Telephone: 414-350-7071 Email: [redacted]

Firm Preparing Survey: Williamson Surveying & Assoc. LLC Contact: Chris Adams

Street address: 104A W Main St City/State/Zip: waunakee, wi 53597

Telephone: 608-255-5705 Email: [redacted]

Check only ONE – ALL Correspondence on this application should be sent to: ☐ Property Owner, OR ☑ Survey Firm

4. Property Information for Properties Located within Madison City Limits

Parcel Addresses: 5025-5029 Sheboygan Ave

Tax Parcel Number(s): 070919113153

Zoning District(s) of Proposed Lots: PD School District: madison

- **Please include a detailed description of the number and use of all proposed lots and outlots in your letter of intent.**

4a. Property Information for For Properties Located *Outside* the Madison City Limits in the City's Extraterritorial Jurisdiction:

Parcel Addresses (note town if located outside City): _____

Date of Approval by Dane County: _____ Date of Approval by Town: _____

- **For an exterritorial request to be scheduled, approval letters from both the Town and Dane County must be submitted.**

5. Subdivision Contents and Description. Complete table as it pertains to your request; do not complete gray areas.

Land Use	Lots	Outlots	Acres
Residential	1		5.777
Retail/Office			
Industrial			

Land Use	Lots	Outlots	Acres
Other (state use):			
Outlots Dedicated to the Public (Parks, Stormwater, etc.)			
Outlots Maintained by a Private Group or Association			
PROJECT TOTALS	1		5.777

6. Required Submittal Materials

Digital (PDF) copies of all items listed below (if applicable) are required. Applicants are to submit each of these documents as *individual PDF files* in an e-mail sent to PCapplications@cityofmadison.com. The transmittal shall include the name of the project and applicant. Note that *an individual email cannot exceed 20MB* and it is the *responsibility of the applicant* to present files in a manner that can be accepted. Electronic submittals via file hosting services (such as Dropbox) are *not* allowed. Applicants who are unable to provide the materials electronically should contact the Planning Division at Planning@cityofmadison.com or (608) 266-4635 for assistance.

☒ **A Completed Subdivision Application Form** (i.e. both sides of this form)

☑ **Map Copies** (prepared by a Registered Land Surveyor):

- For Preliminary Plats, the drawings must be drawn to scale and are required to provide all information as set forth in M.G.O. Sec. 16.23 (7)(a).
- For Final Plats, the drawings must be drawn to scale and drawn to the specifications of §236.20, Wis. Stats..
- For Certified Survey Maps (CSMs), the drawings shall include all of the information set forth in M.G.O. Secs. 16.23 (7)(a) and (d), including existing site conditions, the nature of the proposed division and any other necessary data. Utility data (field located or from utility maps) may be provided on a separate map submitted with application.

For Plat & CSMs, in addition to the PDF copy, a digital CADD file shall also be submitted in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the plat, preliminary plat or CSM as submitted: a) Right-of-Way lines (public and private); b) Lot lines; c) Lot numbers; d) Lot/Plat dimensions; e) Street names; f) Easement lines (i.e. all in title and shown on the plat or CSM including wetland & floodplain boundaries.)

N/A ☐ **Letter of Intent**: One copy of a letter describing the proposed subdivision or land division in detail including, but not limited to:

- The number and type/use of the lots and outlots proposed with this subdivision or land division, including any outlots to be dedicated to the public;
- Existing conditions and uses of the property;
- Phasing schedule for the project, and;
- The names of persons involved (property owner(s), subdivider, surveyor, civil engineer, etc.).

* *The letter of intent for a subdivision or land division may be the same as the letter of intent submitted with a concurrent Land Use Application for the same property.*

** *A letter of intent is not required for Subdivision Applications for lot combinations or split duplexes.*

☒ **Report of Title and Supporting Documents**: One copy of a City of Madison standard 60-year Report of Title obtained from a title insurance company as required in M.G.O. Sec. 16.23 and as satisfactory to the Office of Real Estate Services. Note:

- *The Report of Title must have been completed within three (3) months of the submittal date of this application. Title insurance or a title commitment policy are NOT acceptable* (i.e. a Preliminary Title Report or a Record Information Certificate).
- The electronic PDF submittal shall include images of the vesting deeds and all documents listed in the Report of Title.
- *Do not email these files to the City's Office of Real Estate Services*. Send them instead to the email address noted at the top of this page.

N/A ☐ **For Surveys Outside the Madison City Limits**: One copy of the approval letters from the town where the property is located *and* Dane County shall be submitted with your request. The Plan Commission may not consider an application within its extraterritorial jurisdiction without prior approval from the town and Dane County.

7. Applicant Declarations:

The signer attests that the application has been completed accurately and all required materials have been submitted:

Applicant's Printed Name: Chris Adams Signature: [signature]

Date: 7-16-2026 Interest In Property On This Date: Land Surveyor

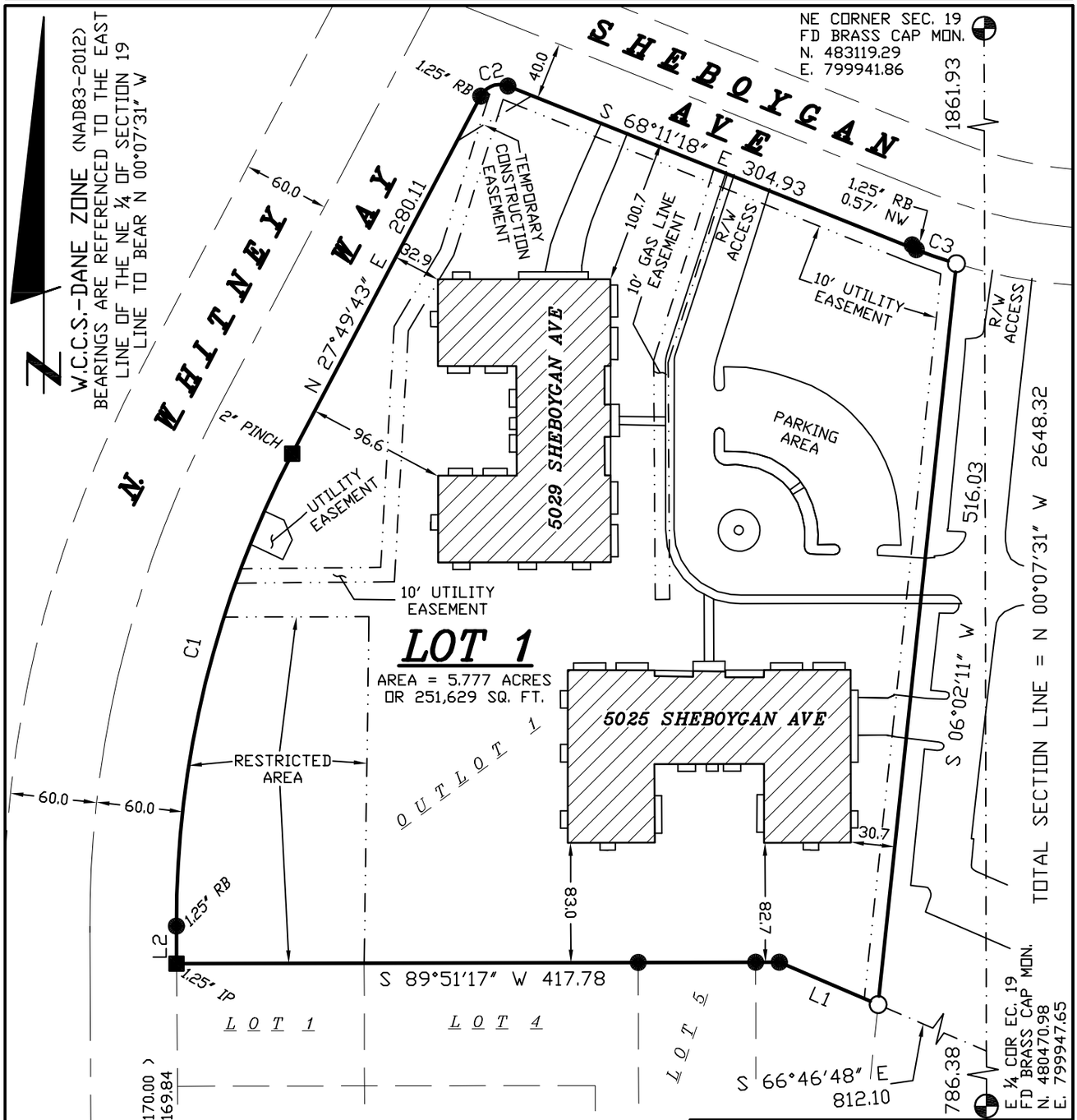
CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Outlot 1, University Hill Farms-Seed Farm Addition, located in the NE & SE ¼'s of the NE ¼ of Section 19, T7N, R9E City of Madison, Dane County, Wisconsin.



SURVEYORS SEAL

DOCUMENT NO._____

CERTIFIED SURVEY MAP NO._____

REV. DATE: 7-20-2026

26W-261

CERTIFIED SURVEY MAP

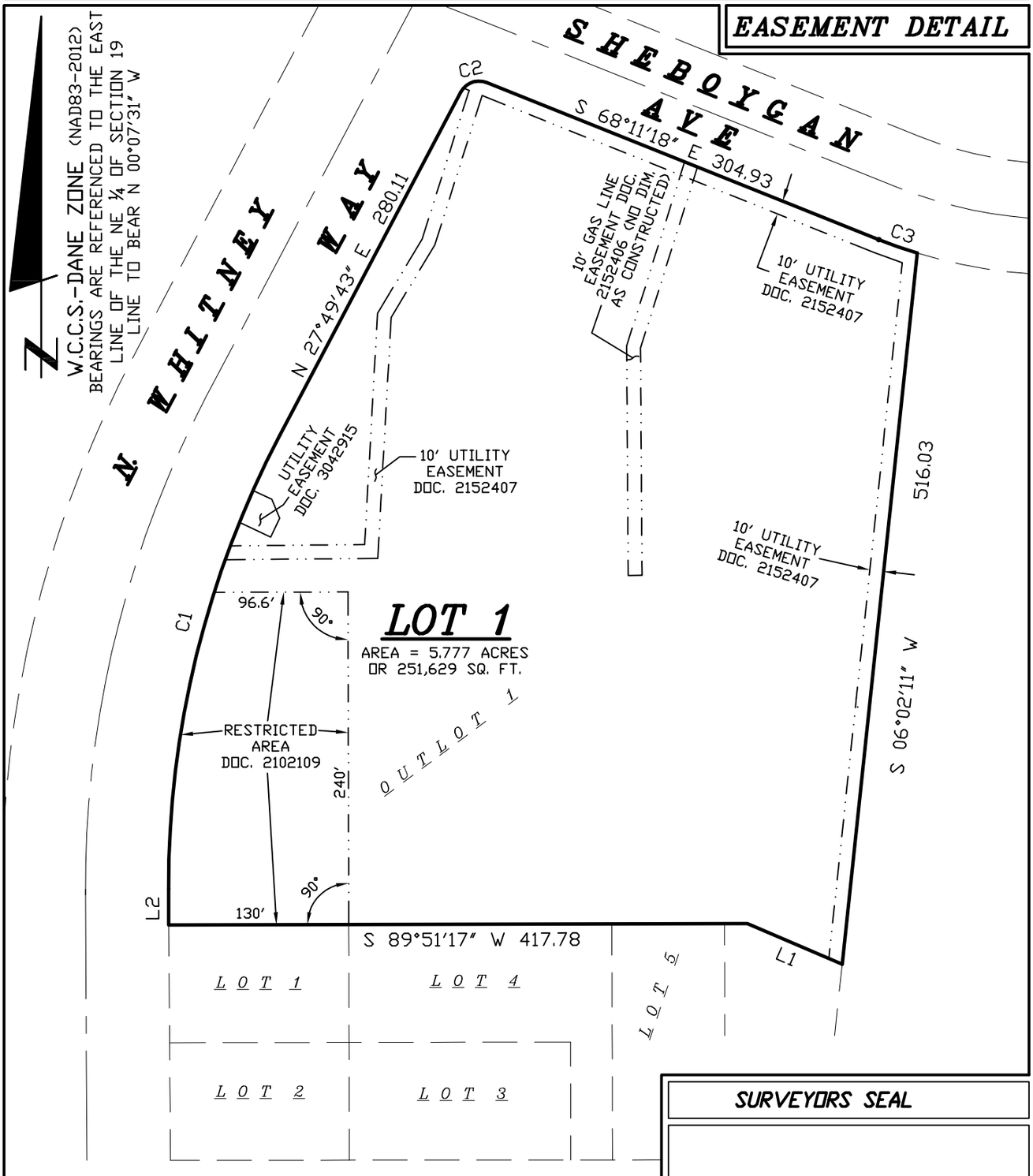
WILLIAMSON SURVEYING AND ASSOCIATES, LLC

NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS

104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Outlot 1, University Hill Farms-Seed Farm Addition, located in the NE & SE ¼'s of the NE ¼ of Section 19, T7N, R9E City of Madison, Dane County, Wisconsin.

EASEMENT DETAIL



SCALE 1" = 100'

0' 50' 100' 200' 300'

SURVEYORS SEAL

Sheet 2 of 4

26W-261

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Outlot 1, University Hill Farms-Seed Farm Addition, located in the NE & SE ¼'s of the NE ¼ of Section 19, T7N, R9E City of Madison, Dane County, Wisconsin.

NOTES:

1. PER THE 60 YEAR TITLE REPORT SUPPLIED BY WISCONSIN TITLE SERVICES DATED JULY 1, 2026:
- THIS PROPERTY IS SUBJECT TO THE COVENANTS, RESTRICTIONS AND EASEMENTS PER DOC. 980230, 984386, AND 1801694
- THIS PROPERTY IS SUBJECT PLANS AND DOCUMENTS REPRESENTED IN DOC. 2102300
- TEMPORARY LIMITED EASEMENTS SHOWN IN DOC. 5839704 & 5888457 HAVE EXPIRED AND NO LONGER ARE RELEVANT.

CONSENT OF MORTGAGEE:

Minnesota Life Insurance Company, a Minnesota corporation duly organized and existing under and by virtue of the law, as mortgagee of the described land, does hereby consent to the surveying, dividing, dedication and mapping of the land described on this certified survey map and does hereby consent to the above owners certificate.

IN WITNESS WHEREOF, the said Minnesota Life Insurance Company, has caused these presents to be signed by its authorized officer listed below at _____ and its corporate seal hereunto affixed on this ___ day of _____, 20___.

Minnesota Life Insurance Company

_____
Authorized Representitive

STATE OF WISCONSIN)
DANE COUNTY)

Personally came before me this _____ day of _____, 20___ the above named _____to me known to be the person who executed the foregoing instrument and acknowledge the same.

_____*County, Wisconsin.*

My commission expires _____

_____
Notary Public

_____
Print Name

OWNERS' CERTIFICATE:

As owner, I hereby certify that I caused the land described on this certified survey map to be surveyed, divided and mapped as represented on the certified survey map. I also certify that this certified survey map is required to be submitted to the City of Madison for approval.

WITNESS the hand seal of said owners this _____day of_____,20___.

Monticello Holdings, LLC

_____
Authorized Representative
Print Name:

STATE OF WISCONSIN)
DANE COUNTY)

Personally came before me this _____ day of _____, 20___ the above named _____to me known to be the person who executed the foregoing instrument and acknowledge the same.

_____*County, Wisconsin.*

My commission expires _____

_____
Notary Public

_____
Print Name

SURVEYORS SEAL

26W-261

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE // CHRIS W. ADAMS // NEIL F. BORTZ, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Outlot 1, University Hill Farms-Seed Farm Addition, located in the NE & SE ¼'s of the NE ¼ of Section 19, T7N, R9E City of Madison, Dane County, Wisconsin.

SURVEYOR'S CERTIFICATE

I, Chris W. Adams, Professional Land Surveyor hereby certify that this survey is correct to the best of the professional surveyor's knowledge and belief and is in full compliance with the provisions of Chapter A-E 7 and Chapter 236.34 Wisconsin Statutes, the subdivision regulations of the City of Madison, and by the direction of the owners listed below, I have surveyed, divided, and mapped a correct representation of the exterior boundaries of the land surveyed and the division of that land, being part all of Outlot 1, University Hill Farms-Seed Farm Addition, located in the NE & SE ¼'s of the NE ¼ of Section 19, T7N, R9E

Williamson Surveying and Associates, LLC
by Chris W. Adams

Date_____

_____
Chris W. Adams S-2748
Professional Land Surveyor

LEGEND

○ = SET 3/4"x24" REBAR WT 1.5 LB PER LIN FT
● = FOUND 3/4" REBAR (UNLESS NOTED)
■ = FOUND 1" PIPE (UNLESS NOTED)
⊕ = FOUND SECTION CORNER
(##) = RECORDED AS

CURVE	RADIUS	DELTA	ARC	LONG CHORD	TANGENT
C1	700.00	27°50'35"	340.17	N 13°46'31" E 336.83	
C2	15.00	83°58'48"	21.99	N 69°32'47" E 20.07	
C3	360.00	04°41'36"	29.49	S 70°40'30" E 29.48	S 73°01'18" E

LINE	
L1	N 66°46'48" W 74.55
L2	N 00°18'30" W 26.01

CITY OF MADISON PLAN COMMISSION:

Approved for recording per Secretary, Madison Planning Commission action of _____ day of _____, 20___

_____
Steven R. Cover
Secretary Plan Commission

CITY OF MADISON COMMON COUNCIL:

Resolved that this Certified Survey Map located in the City of Madison was hereby approved by Enactment number_____, File ID Number_____, adopted on the _____ day of _____, 20___, and that said enactment further provided for the acceptance of those lands dedicated and rights conveyed by said Certified Survey Map to the City of Madison for public use.

Dated this _____ day of _____, 20___

_____
Maribeth Witzel-Behl
City of Madison, Dane County

REGISTER OF DEEDS:

Received for recording this ___ day of _____, 20___ at ___ o'clock ___.M. and recorded in Volume _____ of Dane County Certified Surveys on pages _____ through _____.

_____
Kristi Chlebowski
Register of Deeds

DOCUMENT NO._____

CERTIFIED SURVEY MAP NO._____

SURVEYORS SEAL

26W-261

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94172

File ID:	94172	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Authorizing the Mayor and the City Clerk to enter into a multi-year competitively selected service contract with Strand Inc for engineering services for the Badger Mill Creek Watershed Models Update.			**Final Action:**	

Title: Authorizing the Mayor and the City Clerk to enter into a multi-year competitively selected service contract with Strand Inc for engineering services for the Badger Mill Creek Watershed Models Update. (District 1, District 7, District 9, District 20)

Notes: Ryan Stenjem

Sponsors:	Badri Lankella	**Effective Date:**	
Attachments:	2026BadgerMillCreek_Watershed_Study_proposal_evaluation_report.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/28/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Board of Public Works (8/5/26), Common Council (9/8/26)

Text of Legislative File 94172

Fiscal Note

The proposed resolution authorizes the Stormwater Utility to enter into an agreement with Strand, Inc. for engineering services for the Badger Mill Creek Watershed Models Updates at an estimated cost of $248,000. Funding for watershed study consulting services is available in the 2026 Adopted Stormwater Utility Operating Budget. No additional appropriation is required.

Title

Authorizing the Mayor and the City Clerk to enter into a multi-year competitively selected service contract with Strand Inc for engineering services for the Badger Mill Creek Watershed Models Update. (District 1, District 7, District 9, District 20)

Body

PREAMBLE
The City of Madison Engineering Division is conducting watershed and flood studies for the City as a result of extreme rain events over the past several years. The August 2018 historic event has highlighted the need for a comprehensive approach to Stormwater management to assist with identification of deficiencies on the system, project alternatives analysis for potential flood mitigation solutions, as well as prioritization and budgeting for future improvements to the system.

This contract will be a multi-year analysis (2026-2027). The City Engineer has advertised for consultant services for the completion of a comprehensive watershed study and report. Pursuant to City Ordinances and Policies, the City Engineer advertised for consultant proposals, reviewed the submitted proposals, and recommends the engineering contract be awarded to Strand Inc.

The term of the contract shall end December 31, 2027 and the contract price shall not exceed $248,000.

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are hereby authorized to execute an agreement with Strand Inc for engineering services for the Badger Mill Creek Watershed Models Update

BE IT FURTHER RESOLVED that the Finance Director or designee is hereby authorized to execute any contract amendments for term extensions up to 6 months beyond the original contract expiration.

EVALUATION PANEL REPORT

Project(s): Badger Mill Creek Watershed Models Update
Location: Upper and Lower Badger Mill Creek Watersheds; West Madison
Aldermanic District: 1, 7, 9, and 20
RFP: 15034-0-2026-BG
Date: 7/27/2026

This Evaluation has been reviewed and approved by a Principal Architect 2, Principal Engineer 2, Deputy City Engineer, Deputy Division Manager, or the City Engineer. ☒ Yes ☐ No

A. Project Details

1. Background Information

In response to the damage incurred from extreme rainfall events in recent years, most notably 2018, as well as the increasing frequency of such events, the Madison Common Council authorized the City of Madison Engineering Division (City) to develop watershed models and plans for watersheds of greatest concern in the Madison area via the Watershed Study Program.

The City initiated watershed studies on the west side of the city in 2019 and progressed east across the City. During the subsequent years, there have been substantial changes to the land use, land cover, and storm water infrastructure in the early watershed study areas due to new development, redevelopment, and construction of new stormwater management practices. The far west and southwest side of the city have experienced some of the most rapid development in the city, and that growth is expected to continue.

Much of this rapidly developing area is located within the Badger Mill Creek Watershed. For the purposes of the Watershed Study Program four sub-watersheds were delineated and separately studied: Lower Badger Mill Creek (LBMC), Upper Badger Mill Creek (UBMC), East Badger Mill Creek (EBMC) and McKenna Greentree (MGT). EMBC and MGT drain into the UBMC sub watershed. UBMC and LBMC include the most extensive areas of recent and ongoing development, while EBMC and MGT were nearly fully developed prior to beginning of the Watershed Study Program.

Multiple previous studies have been completed in this area, however, additional study is needed due to the rapid changes in the watersheds and to provide a complete picture of the potential need for stormwater improvements to meet the current Watershed Study Program objectives. The LBMC Watershed Study modeling was completed in 2021 while the UMBC Study modeling was completed in 2022 by consultants contracted by the City. Those studies only modeled the existing watershed conditions at the time and did not evaluate the stormwater management system against the Watershed Study Program system performance targets. Previous modeling completed in 2001 and 2003 by Earth Tech recommended several proposed regional stormwater practices and plat level peak runoff controls up to the 100-yr 24-hour storm.

Engineering would like to update the UBMC and LBMC watershed models to include developments and regional stormwater ponds planned or constructed since the initial model build as part of the Watershed Study Program (2021-2022). Additionally, the City would like to assess the stormwater system against current performance targets and identify potential improvement projects that may be needed to meet these targets. Finally, due to the rapid urbanization of the watersheds and changing City ordinance requirements, the City would like to understand how the overall development and management of stormwater within the LBMC watershed has impacted the overall watershed hydrology compared to predeveloped conditions; and the overall change in flows leaving the City of Madison.

The Badger Mill Creek Watershed Model Update Study described in this Evaluation Panel Report is an update of two models (Upper Badger Mill Creek and Lower Badger Mill Creek) built early in the Watershed Study Program. See Figure A for the locations of the watersheds.

Most of the watershed is within the City of Madison Municipal limits, there are areas of the study that encompass the Town of Middleton and Town of Verona. The watershed's conveyance system varies widely with urban curb and gutter and storm sewer,

open channels, rural ditches, and intermittent waterways. The age of the infrastructure varies and data regarding the infrastructure size, materials.

The proposal review and selection process has followed the approach established in the selection of engineering consultants for previous studies.

2. Role of Watershed Studies

The watershed studies are complex hydrologic and hydraulic analysis that help identify the causes of flooding and identify potential solutions to reduce flood risk. All watershed studies include an extensive public outreach effort.

The scope of work is consistent with the scopes of other watershed study efforts but has been modified because existing models were previously built for the area. The consultants will be updating the existing models to current conditions and then identifying potential recommendations for flood mitigation measures where they identify a need.

The watershed study main webpage is found here: https://www.cityofmadison.com/flooding/city-initiatives/watershed-studies

B. Purchasing Details

1. Guidelines for RFP Evaluation

The watershed study projects require highly technical staff with expertise in hydrologic and hydraulic modeling, geographic information systems (GIS), and public outreach and education techniques. As such, Engineering utilizes the City's Competitive Selection process.

The projects will be more than $100,000 and last longer than 1 year, therefore the competitive process outlined in the Purchasing Guidelines (https://www.cityofmadison.com/employeenet/toolkit/contracts-purchasing/contracts-quick-chart), *Greater than 5 calendar/budget years or 1-5 years and averaging more than $100,000 per year – PO, RFP, Purchase of Services Contract, and Council Resolution*, was used.

The City of Madison solicited proposals from qualified vendors through a Request for Proposals (RFP) process. The RFP and associated materials were posted on the City's webpage and two distribution networks, VendorNet and DemandStar, on Tuesday, May 20, 2026. Prospective RFP respondents could submit questions about the RFP, due by Monday, June 1 to be responded to by Wednesday, June 3, 2026. RFP responses were due to Purchasing on Wednesday, June 17, 2025.

Section B5. Evaluation Structure and Scoring describes the process used to select the consultant team for each watershed study.

2. RFP Respondents

The list below shows the consultant teams that proposed for the study.

Baxter & Woodman
Brown & Caldwell
Carollo Engineers
MSA Professional Services
SRF Consulting Group
Stanely Consultants
Strand, Inc

3. Disqualifications

No firms were disqualified.

4. Evaluation Panel

The evaluation panel for each study was composed of three City Staff from the Engineering Division Storm Section and one member outside of Engineering from the Planning Division. The two Storm Section Staff on the panel bring previous experience in the watershed program, including watershed study project management, extensive watershed modeling experience, previous RFP review, and stormwater project design. The Planning Division staff understands the current development plans and progression and existing areas of stormwater concerns.

5. Evaluation Structure and Scoring

Per instruction within the Request for Proposals (attached to this document in Appendix A), respondents were asked to provide a proposal to be evaluated by the evaluation panel. Proposals were initially provided to a Purchasing Agent whom facilitated the review process.

Panelists followed City Purchasing Guidelines when evaluating the proposals. A maximum of 100 points were available. Cost was assigned a weight of 30%, Local Preference was assigned a weight of 5% per Resolution #05943, Project Understanding and Approach was assigned a weight of 25%, Project Team was assigned a weight of 20%, and Relevant Project Experience was assigned a weight of 20%. Please note the RFP provided detailed instruction and grading scales to each evaluated category.

Each member of the review panel first reviewed and scored each proposal for each study independently for technical content only (Approach, Team, and Relevant Project Experience), with costs removed. Scores were submitted to the Purchasing Agent for compiling. Following completion of the individual review, the Review Panel met to discuss the proposals and at that time were provided the costs and local preference scores for each proposal. Following the meeting reviewers were allowed to review the detailed cost breakdowns and revise their technical scores if they wanted.

Additional email questions were sent to the top three scoring firms from the initial review and discussion. The review panel felt that additional clarity was needed to better compare the varied approaches. Each of the three top scoring firms proposed to use a different modeling software to complete the work. The RFP did not specify a preferred software, each with different strengths and weaknesses and staff has varying levels of knowledge on each. The panel asked each of the top three scoring firms to submit a cost for converting the Badger Mill Creek Watershed models to XPSWMM (the software platform used for most of the Watershed Study Program, but which is only supported in a limited manner by the developer) as well as the cost to convert the XPSWMM models to ICM Infoworks (which is the current anticipated future industry standard, but City staff only has very limited experience in to date).

The responses and revised costs were discussed by the review panel to determine if additional scoring adjustments were warranted. Based on the responses and budgets provided by the responding firms, the review panel recommended a the additional task of converting the models to ICM. Including those costs did not result in a change to the ranking of the top three firms.

Evaluations were documented through a quantifiable scoring mechanism – see Section C of this document. The evaluation was conducted in a structured manner that facilitated object comparison between proposals. Individual scores of each panel member were averaged to create the Combined Score for each Proposer for each Watershed Study.

Section C1 shows the proposal scoring for each watershed study.

All proposals are available for review. Due to the large size of the documents, there were not included with this Evaluation Panel Report.

6. Evaluation Timeline

May 20, 2026	– RFP issued
June 1, 2026	– Questions from Consultants due
June 3, 2026	– Answers to Consultant questions and Addendum 1 posted
June 17, 2026	– Proposals due
June 21, 2026	– Distribute proposals to evaluation panel for review and scoring prior to evaluation meeting
July 17, 2026	- Preliminary Technical Scores due to Purchasing
July 21, 2026	– Evaluation panel meets to discuss proposals and scores
July 23, 2026	- Additional questions asked of top three scoring firms
July 27, 2026	- Responses due from top three firms, panel discusses and recommends selection
July 28, 2026	– Review of Evaluation by Managing Engineers and revisions based on review
July 28, 2026	– Notify selected team of Intent to Award
July 29, 2026	– Notify teams not selected; results posted

C. Summary of Evaluation Panel Findings

1. Evaluation and Scoring

The selection process was competitive as three qualified proposals were received and multiple respondents have extensive knowledge or worked on watershed studies in the past. There was a wide range of costs across the three proposals representing three relatively different approaches to meeting the stated performance targets.

The combined scoring of the panel can be found in the table below.

15034-0-2026-BG

Criteria	Weight	Baxter & Woodman			Weighted Average	Brown & Caldwell			Weighted Average	Carollo Engineers			Weighted Average	MSA			Weighted Average
Project Understanding and Approach	25	8.00	6.00	8.00	18.33	9.00	8.00	8.00	20.83	9.00	7.00	8.00	20.00	10.00	8.00	8.00	21.67
Team Composition, Performance and Key Personnel	20	9.00	7.00	7.00	15.33	8.00	7.00	7.00	14.67	9.00	6.00	8.00	15.33	8.00	7.00	9.00	16.00
Relevant Project Experience	20	8.00	6.00	7.00	14.00	9.00	7.00	9.00	16.67	9.00	6.00	9.00	16.00	9.00	7.00	9.00	16.67
Total	**65**				**47.67**				**52.17**				**51.33**				**54.33**

Criteria	Weight	SRF Consulting Group			Weighted Average	Stanley Consultants			Weighted Average	Strand Associates			Weighted Average
Project Understanding and Approach	25	8.00	7.00	8.00	19.17	6.00	8.00	5.00	15.83	9.00	8.00	8.00	20.83
Team Composition, Performance and Key Personnel	20	8.00	7.00	9.00	16.00	7.00	7.00	6.00	13.33	9.00	7.00	7.00	15.33
Relevant Project Experience	20	7.00	7.00	9.00	15.33	7.00	6.00	6.00	12.67	9.00	6.00	9.00	16.00
Total	**65**				**50.50**				**41.83**				**52.17**

Criteria	Weight	Baxter & Woodman	Brown & Caldwell	Carollo Engineers	MSA	SRF Consulting Group	Stanley Consultants	Strand
Technical score	65	47.67	52.17	51.33	54.33	50.50	41.83	52.17
Cost score	30	30.00	24.79	24.21	24.02	25.73	24.33	25.86
Local Vendor Preference	5	0.00	0.00	0.00	0.00	0.00	0.00	5.00
Total score	**100**	**77.7**	**77.0**	**75.5**	**78.4**	**76.2**	**66.2**	**83.0**

Notes:

1. Proposal review is the primary basis for evaluating the respondents (based on response to the RFP guidelines in Section 4)
2. Discussion among the panelists was held to share perspectives noted from the proposals during review and to deliberate over selecting a firm to recommend.
3. A full description of requested material and grading weights can be found in this resolution's associated RFP documents.

2. Fee Breakdown

The table below shows the fee break down for each firm.

		Baxter & Woodman	Brown & Caldwell	Carollo Engineers	MSA
	Task or Item	Cost	Cost	Cost	Cost
PHASE 1	Task 1 - Review Existing Watershed Models and GIS Data	$12,210.00	$15,680.00	$13,738.00	$19,440.00
	Task 2 - Update Existing Conditions Models	$21,390.00	$41,141.00	$21,588.00	$62,640.00
	Task 3 - Execute Exiting Conditions Models	$14,950.00	$28,263.00	$32,693.00	$2,880.00
PHASE 2	Task 4 - Evaluate Flood Mitigation Alternatives	$57,140.00	$78,989.00	$64,044.00	$57,420.00
	Task 5 - Public Engagement	$22,310.00	$17,887.00	$13,031.00	$13,210.00
	Task 6 - Lower Badger Mill Creek Pre-Development Hydrology Analysis	$13,770.00	$20,035.00	$21,484.00	$25,440.00
PHASE 3	Task 8 - Final Report	$15,950.00	$9,779.00	$48,396.00	$30,860.00
PHASE 4	Task - 9 Progress and Coordination Meetings	$41,380.00	$29,118.00	$31,782.00	$36,780.00
	TOTAL COST	$199,100.00	$240,892.00	$246,756.00	$248,670.00
	LOCAL VENDOR	0	0	0	0
	COST POINTS	30	24.79	24.21	24.02
Unit Costs	Cost per Progress Meeting	$1,160.00	$570.00	$925.00	$1,410.00
	Cost per Public Information Meeting	$5,000.00	$5,750.00	$6,285.00	$7,440.00
	Cost per Focus Group or Stakeholder Meeting	$6,000.00	$6,220.00	$3,373.00	$2,885.00
Additional Tasks	Additional Task 1	$	$11,651.00	$5,725.00	$
	Additional Task 2	$	$8,270.00	$	$
	Additional Task 3	$	$	$	$

		SRF Consulting Group	Stanley Consultants	Strand
	Task or Item	Cost	Cost	Cost
PHASE 1	Task 1 - Review Existing Watershed Models and GIS Data	$18,734.00	$11,006.00	$11,820.00
	Task 2 - Update Existing Conditions Models	$17,680.00	$7,317.00	$13,350.00
	Task 3 - Execute Exiting Conditions Models	$28,712.00	$14,058.00	$22,520.00
PHASE 2	Task 4 - Evaluate Flood Mitigation Alternatives	$95,144.00	$104,210.00	$117,040.00
	Task 5 - Public Engagement	$12,368.00	$6,721.00	$11,100.00
	Task 6 - Lower Badger Mill Creek Pre-Development Hydrology Analysis	$18,772.00	$41,062.00	$13,100.00
PHASE 3	Task 8 - Final Report	$14,946.00	$20,045.00	$21,160.00
PHASE 4	Task - 9 Progress and Coordination Meetings	$25,392.00	$41,068.00	$20,910.00
	TOTAL COST	$232,093.00	$245,487.00	$231,000.00
	LOCAL VENDOR	0	0	5
	COST POINTS	25.73	24.33	25.86
Unit Costs	Cost per Progress Meeting	$1,000.00	$1,711.00	$970.00
	Cost per Public Information Meeting	$45,258.00	$6,721.00	$6,000.00
	Cost per Focus Group or Stakeholder Meeting	$2,640.00	$1,711.00	$2,500.00
Additional Tasks	Additional Task 1	$	$19,662.00	$
	Additional Task 2	$	$12,944.00	$
	Additional Task 3	$	$	$

3. Local Preference

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers who meet the criteria and are registered as of the bid's due date will receive preference. www.cityofmadison.com/business/localPurchasing

Was the outcome of this bid changed by the local purchasing ordinance? ☒ Yes ☐ No

While the result of this evaluation was changed as a result of the local purchasing ordinance Engineering does feel the selected consultant still is well qualified to complete the work and provided a lower cost than the firm that was highest scoring before application of the additional points for local preference.

4. Recommendation

Strand Inc

Based on the evaluation, scoring, and discussion, the evaluation panel recommends that Strand, Inc be approved as the consultant for the professional services required for the Badger Mill Creek Watershed Models Update Study. Based on the questions and follow up with the Firms it is also recommended that the total contract amount for Strand be $248,000.

5. Additional Proposal Discussion

All members of the review team felt Strand would likely be able to deliver a successful project based on their response to the RFP. They provided a thorough and comprehensive project approach and provided a good value in their total budgeted price. They had a well-qualified project team, and extensive relevant experience. Their team has strong top to bottom experience using the desired modeling software and previous experience completing watershed studies within the City of Madison. While they were not the absolute lowest cost proposer, they scored significantly higher on the technical aspect of the review than the lowest cost proposer.

Appendix A – 2026 Badger Mill Creek Watershed Models Updates RFP

Department of Public Works
Engineering Division
James M. Wolfe, P.E., City Engineer

City-County Building, Room 115
210 Martin Luther King, Jr. Boulevard
Madison, Wisconsin 53703
Phone: (608) 266-4751
Fax: (608) 264-9275
engineering@cityofmadison.com
www.cityofmadison.com/engineering

Assistant City Engineer
Bryan Cooper, AIA
Gregory T. Fries, P.E.
Chris Petykowski, P.E.

Deputy Division Manager
Kathleen M. Cryan

Principal Architect
Amy Loewenstein Scanlon, AIA

Principal Engineer 2
Janet Schmidt, P.E.

Principal Engineer 1
Kyle Frank, P.E.
Mark D. Moder, P.E.
Fadi El Musa Gonzalez, P.E.
Andrew J. Zwieg, P.E.

Financial Manager
Steven B. Danner-Rivers

DATE: May 20, 2026

TO: Consultants Submitting Proposals for Badger Mill Creek Watershed Models Updates

FROM: James M. Wolfe, P.E., City Engineer

SUBJECT: **Request for Proposals**

The City of Madison Engineering Division is requesting consultant proposals for watershed modeling for Badger Mill Creek Watershed Models Updates. Please refer to the RFPs for pertinent information and dates. The following items are included with the RFPs and considered part of it:

Form A: Price Proposal and Signature Affidavit
Form B: References
Form C: Vendor Profile
Exhibit 1 - Recent Developments and Modeling Update Plan
Exhibit 2 – Data Provided by City
Exhibit 3 – Modeling Guidance Document

The RFP responses for both watersheds are due in in pdf format via email to the buyer as described in the RFP, by 2:00 p.m., June 18, 2026. The selection is anticipated to be made before July 15, 2026.

Questions regarding this project shall be directed to City as described in the RFP document. Please submit any questions by June 1, 2025 at 2:00 PM.

Sincerely,

James M. Wolfe, P.E., City Engineer

cc: Janet Schmidt, City

CITY OF MADISON

REQUEST FOR PROPOSALS

RFP #: 15034-0-2026-BG

Title: 2026 Badger Mill Creek Watershed Study

City Agency: Engineering Division

Due Date: Thursday, June 18th, 2026
2:00 PM Central Time

Our Madison – Inclusive, Innovative, & Thriving

1 OPPORTUNITY AND WELCOME

Thank you for your interest in bidding on a City of Madison contract opportunity. The City's mission is to provide the highest quality service for the common good of our residents and visitors.

The City of Madison Engineering Division is seeking proposals from qualified vendors for 2026 Badger Mill Creek Watershed Study.

1.1 Background

In response to the damage incurred from extreme rainfall events in recent years, as well as the increasing frequency of such events, the Madison Common Council authorized the City of Madison Engineering Division (City) to develop watershed models and plans for watersheds of greatest concern in the Madison area via the Watershed Study Program.

The City initiated watershed studies on the west side of the city in 2019 and progressing east across the City. During the subsequent years, there have been substantial changes to the land use, land cover, and storm water infrastructure in the early watershed study areas due to new development, redevelopment, and construction of new stormwater management practices. The far west and southwest side of the city have experienced some of the most rapid development in the city, and that growth is expected to continue.

Much of this rapidly developing area is located within the Badger Mill Creek Watershed. For the purposes of the Watershed Study Program four sub-watersheds were delineated and separately studied: Lower Badger Mill Creek (LBMC), Upper Badger Mill Creek (UBMC), East Badger Mill Creek (EBMC) and McKenna Greentree (MGT). EMBC and MGT drain into the UBMC sub watershed. UBMC and LBMC include the most extensive areas of recent and ongoing development, while EBMC and MGT were nearly fully developed prior to beginning of the Watershed Study Program.

Multiple previous studies have been completed in this area, however, additional study is needed due to the rapid changes in the watersheds and to provide a complete picture of the potential need for stormwater improvements to meet the current Watershed Study Program objectives. The LBMC Watershed Study modeling was completed in 2021 while the UMBC Study modeling was completed in 2022 by consultants contracted by the City. Those studies only modeled the existing watershed conditions at the time and did not evaluate the stormwater management system against the Watershed Study Program system performance targets. Previous modeling completed in 2001 and 2003 by Earth Tech recommended several proposed regional stormwater practices and plat level peak runoff controls up to the 100-yr 24-hour storm.

The City would like to update the UBMC and LBMC watershed models to include developments and regional stormwater ponds planned or constructed since the initial model build as part of the Watershed Study Program (2021-2022). Additionally, the City would like to assess the stormwater system against current performance targets and identify potential improvement projects that may be needed to meet these targets. Finally, due to the rapid urbanization of the watersheds and changing City ordinance requirements, the City would like to understand how the overall development and management of stormwater within the LBMC watershed has impacted the overall watershed hydrology compared to predeveloped conditions; and the overall change in flows leaving the City of Madison.

Additional information and key locations within the watersheds are provided in the attached **Exhibit 1**. Additional data provided by the City to support the analysis and modeling efforts is provided in the attached **Exhibit 2**. The current City Stormwater Modeling Guidance Document is provided as **Exhibit 3**.

The City has budgeted an estimated $200,000-$250,000 to complete the scope of work described herein.

1.2 Existing Studies and Watershed Models

The City currently maintains the following stormwater models relevant to this study:

- Upper Badger Mill Creek: PCSWMM model developed 2020–2022 by Brown & Caldwell. This model was uncalibrated as part of the original watershed study. The original study produced models using both SCS and SWMM hydrology methods. The City would like to update this model to current conditions and use it as the basis for identification of proposed new stormwater management improvement projects. Only the SWMM runoff methodology will be used for this updated study.
- Lower Badger Mill Creek: PCSWMM model developed 2020–2021 by Strand Associates, Inc. This model was uncalibrated as part of the original watershed study. The original study produced models using both SCS and SWMM hydrology methods. The City would like to update this model to current conditions and use it as the basis for identification of proposed new stormwater management improvement projects. Additionally, the City is interested in constructing a "predeveloped watershed conditions" model for this area. Only the SWMM runoff methodology will be used for this updated study. Only the SWMM runoff methodology will be used for this updated study.
- East Badger Mill Creek: PC-SWMM model developed by City staff in 2022. Outflows from this subwatershed flow into the UMBC watershed at a culvert at East Pass. The City will provide updated inflow hydrographs for use in the UBMC model.
- McKenna/Greentree: XP-SWMM model completed by MSA Professional Services in late 2022. Outflows from this subwatershed flow into the UMBC watershed at a culvert under Raymond Rd, west of Marty Rd. The City will provide updated inflow hydrographs for use in the UBMC model.

The City will provide the Consultant with existing PC-SWMM models for both UBMC and LBMC. For purposes of this RFP, the 100-year storm input/output files will be provided (each design storm event from the original studies were modeled within separate stand-alone models). All additional storm event input/output files can be provided to the selected Consultant during the project, as needed.

Thank you for considering this opportunity to work with the City and further our mission!

2 IMPORTANT INFORMATION

DEADLINE FOR PROPOSALS: Thursday, June 18th, 2026 at 2:00 PM Central Time.

The City will not accept late proposals. Any changes to the deadlines will be posted as an addendum on the bid distribution websites listed below. See Section 3.1 for instructions for using these websites.

RFP NAME: 2026 Badger Mill Creek Watershed Study	
DEADLINE FOR QUESTIONS:	The deadline for questions is Monday, June 1st, 2026 at 2:00 PM Central Time. Questions and/or inquiries must be submitted by email.
CITY'S ANSWERS POSTED BY:	The City's answers to your questions will be posted as an addendum by Wednesday, June 3rd, 2026. You must check the bid distribution websites for any addendums.
DUE DATE FOR PROPOSALS:	Thursday, June 18th, 2026 2:00 PM Central Time
BID DISTRIBUTION WEBSITES:	https://vendornet.wi.gov/Bids.aspx https://www.demandstar.com/
CONTACT INFORMATION:	Brittany Garcia Purchasing Services 210 Martin Luther King, Jr. Blvd. Room 407 City-County Building Madison, WI 53703-3346 Phone: (608) 243-0529 Email: bids@cityofmadison.com

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Form A: Price Proposal and Signature Affidavit

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Form C: Vendor Profile

Exhibit 1 - Recent Developments and Modeling Update Plan

Exhibit 2 – Data Provided by City

Exhibit 3 – Modeling Guidance Document

3 HOW TO FIND RFP DOCUMENTS AND CONTACT THE CITY OF MADISON

3.1 Official Bid Distribution Websites – IMPORTANT

The City of Madison posts all requests for proposals (RFPs), addendums, updates, awards, and announcements on two websites: VendorNet and DemandStar. Both sites are free to register for City of Madison bids.

These two websites are the only places to get the official RFP and updates to the RFP.

Updates and addendums will only be posted on these websites. It is your responsibility to check the websites for updates and "addendums." An addendum is a document that answers questions from bidders. It could make important changes to the RFP. **If the addendum requires a response, and you fail to respond to it, you could be disqualified.**

State of Wisconsin VendorNet System	State of Wisconsin and local government bid network. Registration is free. Search for City of Madison in the Agency search field.
VendorNet link	https://vendornet.wi.gov/Bids.aspx
DemandStar by Onvia	National bid network. Free subscription is available. Sign up for the free "Basic Plan" and select Wisconsin Association for Public Procurement (WAPP) as the agency to access City of Madison RFPs.
DemandStar link	https://www.demandstar.com/app/agencies/wisconsin/city-of-madison-purchasing-services/procurement-opportunities/573ff565-ce2b-4c75-86ec-401cd5abf736/
Register on DemandStar	www.demandstar.com/app/registration

3.2 Contact Information

City of Madison Purchasing Contact (Buyer)	Brittany Garcia Purchasing Services 210 Martin Luther King, Jr. Blvd. Room 407 City-County Building Madison, WI 53703-3346 PH: (608) 243-0529 bids@cityofmadison.com
Questions about Affirmative Action Plans	Contract Compliance, Department of Civil Rights 210 Martin Luther King, Jr. Blvd. Room 523 City-County Building Madison, WI 53703 PH: (608) 266-4910 dcr@cityofmadison.com
Email note	Some email to the City gets lost in "spam." If you send the City an email and you do not hear back within 3 days, please call the Buyer at (608) 243-0529.

4 OUR PURCHASING VALUES

4.1 Local Preference Purchasing Policy

The City of Madison gives preference to local vendors and suppliers. You must be registered with the City as a local vendor by the RFP due date to get preference points. Learn more and register at the City of Madison website: www.cityofmadison.com/finance/purchasing/local-businesses/register-business/

If you are a local vendor, be sure to complete the Local Vendor section on Form C.

4.2 Equity in Contracting

The mission of the City of Madison is to provide the highest quality service for the common good of our residents and visitors. The City's values include

- Equity - fairness, justice and equal outcomes for all, and
- Shared prosperity - where all are able to achieve economic success and social mobility.

It is our goal to spend money equitably, including among businesses owned by women, people of color, and small businesses. Our contractors should reflect shared dedication to equity in their work and employment practices, and we invite you to become part of this mission!

4.3 Equitable Hiring & Affirmative Action Plan

Affirmative Action Plan The City of Madison values diversity in hiring and contracting. We expect our contractors to do the same. Contractors with 15 or more employees and more than $50,000 in annual contracts with the City (each calendar year) must submit an **Affirmative Action Plan.**

Information about the Affirmative Action Plan and how to comply is found here:
https://www.cityofmadison.com/civil-rights/contract-compliance/affirmative-action-plan/vendors-suppliers

Or call the Affirmative Action Division at (608) 266-4910.

See **Section 13. B. of the Sample Contract** for Affirmative Action Plan requirements.

Job Openings in Dane County You must notify the City of openings for jobs in Dane County, Wisconsin if you have 15 or more employees. You must agree to interview candidates that we refer to you through our Referrals and Interviews for Sustainable Employment (RaISE) program. Information is here:
http://www.cityofmadison.com/civil-rights/programs/referrals-and-interviews-for-sustainable-employment-raise-program

The job posting requirement is found in **Section 13 A. of the Sample Contract.**

4.4 Limitations on Nuclear Weapons Producers

It is the City's policy not to make purchases from companies that produce nuclear weapons, or their subsidiaries. See Common Council Resolution 79719 for more information.

4.5 Sweatfree Purchasing

It is the City's policy not to purchase apparel (clothes made from textiles, shoes, footwear) from vendors who source their materials from sweatshops, where labor practices are inconsistent with international standards of human rights. See Madison General Ordinances Section 4.25 (https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOICH1--10_CH4FI_4.25PRITAP) for more information.

5 SCOPE OF WORK AND REQUIRED INFORMATION

5.1 Scope of Work

The Upper Badger Mill Creek (UBMC) and Lower Badger Mill Creek (LBMC) Watersheds on the west side of Madison are some of the most rapidly developing portions of the City (Exhibit 1). The City of Madison Engineering Division (CITY) previous developed detailed stormwater models of these and upstream sub-watersheds as part of the Watershed Study Program. However, due to the rapid development portions of these models are no longer up to date and the CITY would like to update the existing models to the current conditions. Additionally, the CITY would like to identify areas of the stormwater management system that do not meet the current performance targets. Finally, the CITY would like to understand how the current stormwater management system functions within the Lower Badger Mill Creek Watershed relative to the pre-developed conditions.
The Consultant shall complete the following tasks. All tasks shall be performed in accordance with the City of Madison Modeling Guidance document (most recent version, currently v2025_05_08), which will be provided to the selected Consultant. Where the Consultant determines that deviations from the Modeling Guidance are warranted, these must be discussed with and approved by City staff prior to proceeding.

Please note, the Scope of Services outlined below is distinct to the Upper and Lower Badger Mill Creek Watershed Study. It is the responsibility of the CONSULTANT to read and understand differences in the Scope of Services from past RFP issuances.

PHASE 1 EXISTING CONDITIONS MODEL UPDATES

TASK 1Review Existing Watershed Models and GIS Data
1.1 CONSULSTANT shall review the existing UBMC and LBMC PC-SWMM models and supporting GIS data provided by the City. The review shall identify the following:

- Areas of the models where updates are required due to development activity since completion of the previous modeling efforts.
- Infrastructure constructed since model development that has not yet been incorporated (pipes, ponds, greenways, road crossings).
- Discrepancies between the current model topography and more recent available topographic data.
- Locations where subcatchment delineations may require revision due to grading associated with new development.
- Any additional missing data that may need to be collected to meet CITY objectives for the updated watershed modeling efforts.

CITY has completed an initial review of the existing models and ongoing development plans and provided a summary in Exhibit 1. CONSULTANT shall base their estimated level of effort this list and taking into account the remainder of this scope of work.

TASK 1 Deliverables:

1) Technical memorandum summarizing review findings, including a list of areas requiring updates and recommended approach for each.
2) Meeting with City staff to present review findings and confirm update priorities.

TASK 2 Update Existing Conditions Models
CONSULTANT will update the UBMC and LBMC models to reflect current conditions based on the review completed in TASK 1 and the City-provided list of developments and infrastructure projects provided in Exhibit 1.

CONSULTANT will conduct hydrologic and hydraulic modeling as described in this project using Computational Hydraulics Inc. PCSWMM software, Version 7.7.3920 or newer. CONSULTANT may propose to use a different software for this scope of work. However, CONSULTANT shall provide a detailed scope of work and budget for the conversion of the models prior to commencing with modeling work. Work may not proceed with any other software platform unless agreed to by the City in writing prior to beginning work.

2.1 CONSULTANT will update the modeled 2D surface in areas where the topography has changed since the initial modeling effort. CONSULTANT may use the 2022 City of Madison LiDAR DEM, or more recently available LiDAR data where it captures current topography. CITY may be able to provide as-built or grading plans in AutoCAD format for more recent land developments on a case-by-case basis.

2.2 CONSULTANT will incorporate pipes larger than 12” in diameter and storm structures that are not reflected in the existing models as identified in TASK 1.

2.3 CONSULTANT will update greenways and pond geometries and outlet structures for features not represented in the original models as identified in TASK 1 or described in Exhibit 1. CITY will provide as-built, or as-designed plans in AutoCAD format where available.

The City prefers greenways and ponds are represented in the 2D model domain, however, features may be represented 1D links or storage nodes to manage model run times and model numerical stability and errors. CONSULTANT shall confirm with CITY locations where surface conveyance or storage features will be modeled in 1D prior to proceeding.

2.4 CONSULTANT will update model hydrology in areas where land use or land cover has changed since the original modeling effort using the SWMM hydrology methods as described in the Modeling Guidance Document.

CONSULTANT will update subcatchment delineations in areas where grading associated with new development has altered drainage patterns as identified in TASK 1.

Subcatchment land use, impervious area, and hydrologic parameters will be updated by CONSULTANT to reflect current development.

For areas of new or ongoing development, assume full buildout conditions unless otherwise directed by City staff.

CITY will provided full buildout HydroCAD stormwater models and grading plans for recently developed areas, or areas with currently approved development plans, where the current land cover and topography are not well represented in the most aerial images and/or LiDAR DEM.

TASK 2 Deliverables:

1) Updated GIS shapefiles/feature classes for subcatchments, flow paths, and modeled conveyance network for both UMBC and LBMC Watersheds Non-Calibrated Existing Conditions Model output files
2) GIS shapefiles and feature classes including (if revised from what city provided in TASK 1):
    a. Subbasins
    b. Flow paths
    c. Modeled conveyance network (pipes, structures, greenways, etc)

TASK 3 Execute Updated Existing Conditions Models

3.1 CONSULTANT will execute the updated existing conditions models for the 1-, 2-, 5-, 10-, 25-, 100-, 200-, and 500-yr, 24-hr design events using the MSE4 rainfall distribution and the rainfall depths provided by the City in the Modeling Guidance document.

3.2 CONSULTANT shall also run one long-duration (>24-hr) event as described in the Modeling Guidance document for the existing conditions model.

3.2.1 For the LBMC Watershed CONSULTANT shall instead execute the model using a 13.2-inch depth 36-hour (MSE4 distribution) rainfall event. Which is approximately a 0.023% AEP event.

3.2.2 For the UBMC Watershed CONSULTANT shall execute the back to back 100-yr storm event.

3.3 CONSULTANT will review model results with City Engineering staff. This meeting may be done in conjunction with the monthly progress meetings.

CONSULTANT will use the preferred symbology for inundation depth mapping provided by the CITY.

3.4 CONSULTANT will review collected monitoring data and select three (3) storm events to use for model validation. If CITY and CONSULTANT agree that insufficient data is available to select three (3) storms, fewer storm events may be selected and run.

CITY in cooperation with the USGS has installed one level loggers and one rain gauge near the outlet of each watershed. The instrumentation and locations are:

1) Feather Edge Pond System: A rain gage and level logger in channel at newly constructed Blue Harvest Ln. (West of Feather Edge Drive). USGS Monitoring Location 430219089335301
2) Nesbitt Pond: A rain gage, a level logger in the Nesbitt Pond near the outlet structure, a level logger in the channel downstream of the Nesbit Pond, upstream of USH18/151. USGS Monitoring Location 05435935

3.5 CONSULT will perform up to three validation model runs for each watershed model using monitored precipitation and stage data.

CONSULTANT will provide a summary of the model results compared to monitored data, including description and summary statistics and discuss with CITY. CONSULTANT will not be required to make hydrologic or hydraulic modifications to calibrate the models, but should be able to confirm differences between observed and modeled inundation results are not due to errors in data input.

3.6 CONSULTANT will prepare a written Report Amendment for each Watershed and provide draft documents for City staff review. The Amendment report shall include the following:

1) Introduction
2) Specific descriptions and figures describing revisions to existing conditions models.
3) Maximum extent of flooding figures / inundation mapping under the 1-, 2-, 5-, 10-, 25-, 100-, 200-, and 500-yr, 24-hr design events
4) Description and discussion of modeling validation runs compared to monitored results.
5) Peak flood levels and flow rates at 25 locations determined by the city for each modeling run (for each watershed). The existing UBMC and LBMC Watershed Study reports have identified these 25 locations for each watershed.
6) Modeling Guidance documentation (if revised for any reason).

TASK 3 Deliverables:

All Deliverables shall be provided for each watershed seperately.

1) Color figures showing the maximum extent of flooding during each storm event. The figures shall be color coded to show depth of flooding (CITY will provide typical inundation depth ranges and preferred color symbology).
2) Table and figure showing structures flooded during the 100-yr storm event.
3) Table and figure showing streets not meeting 10-year goal.
4) Table and figure showing 25 target locations and model results for each watershed.
5) Model files and documentation. All files shall be delivered to the City on an external hard drive.
6) GIS files generated for model development.
7) Draft Watershed Study Report Amendment for existing conditions modeling update

PHASE 2 FLOOD MITIGATION SOLUTIONS AND PREDEVELOPED CONDITIONS MODELING

CONSULTANT shall not move on to Phase 2 without express direction by the City. All comments and changes as identified by the City in Phase 1 and any respective modeling, and draft report modifications shall be addressed prior to starting the mitigation alternative analysis.

TASK 4 Evaluate Flood Mitigation Alternatives

4.1 Peak Flow Control

For purposes of this watershed study, Peak Flow Control (PFC) is considered any stormwater control measure that can store or convey water but is not intended to infiltrate water. These types of stormwater control measures could be referred to as Grey Infrastructure.

This Task has subtasks. First, the Consultant will identify possible causes of flooding in Task 4.1.1. Then, in Task 4.1.2, the Consultant will identify potential locations for solutions. Task 4.1.3 will combine Tasks 4.1.1 and 4.1.2 to develop and evaluation solutions to mitigate the potential causes.

4.1.1 Identify Causes of Flooding

The objective of this subtask is to identify the major causes of flooding but not necessarily solve them. This will:

- Guide later sections of this scope
- Provide big picture causes such that if the solutions presented in the final report cannot be implemented, then other options targeting the issue can be developed at a later date

General causes include but are not limited to:

- Undersized surface storage – insufficient above-ground storage capacity (ponds, etc)
- Insufficient surface-to-underground conveyance capacity – insufficient inlet/pond discharge/etc. capacity to allow water to exit the above-ground system and enter the below-ground system
- Restrictions in underground system – undersized trunk line conveyance
- High tailwater at discharge point

Use the inundation maps and flooding locations table generated in TASK 3, Deliverables 1 and 2 in the Scope of Work to identify problem flooding areas throughout the watershed.

Using professional judgement and drainage network properties (including but not limited to contributing area and existing storm infrastructure), identify locations where flooding occurs and the identified reason(s) for flooding throughout the watershed for the 10-yr, 25-yr, and 100-yr, 24-hour MSE4 storm events. It is understood that locations may vary in meeting the City's Goals based on the storm event.

The Consultant should use the City of Madison Flood Mitigation Goals in the Modeling Guidance Document to guide selection of the locations.

Prior to finalizing the selection of locations, the CONSULANT should meet with City staff to review locations and discuss the identified reasons for flooding.

Deliverables for this step shall include:

1) Color map of watershed with selected locations clearly identified for each storm event.
2) For each selected point, a brief description of why that point was selected for further study.

4.1.2 Develop Solutions for PFC

The City's preferred approach to developing a set up flood mitigation solutions is provided below. If the CONSULTANT prefers an alternate approach it shall be documented in writing and approved by the City prior to proceeding.
Step 1: Create a Model with All Potential Peak Flow Control Infrastructure.

This step creates a theoretical scenario to understand what the outcome would be if all available Peak Flow Control Infrastructure (PFCI) were implemented.

The first part of Step 1 will be to meet with City staff for a brainstorming session. Consultants should be prepared with high-level, idyllic solutions to solve flooding. For example, a solution that could solve flooding would be to install 6' x 10' box culverts under every street in a watershed. Although this could solve flooding, it may not be feasible for a particular watershed. During this meeting, high-level, idyllic solutions will be discussed and guidance will be given to the consultant on which to further evaluate.

Using the information from the meeting, maximize a PFCI in each watershed. These solutions may "oversolve" the flooding; this is okay for this step as it will be refined in subsequent steps.

Solutions offered shall not make conditions worse downstream (worse is defined as increased peak water surface elevations), unless the upstream solution is paired with a downstream solution that mitigates the worsened condition.

For this step, assume solutions may not increase peak flows to a downstream municipality.

A solution may solve flooding at multiple locations or there may be a solution for each identified location.

This model will be called the *Maximum PFCI Model*. Run the model for the 10-yr, 25-yr, 100-yr and 500-yr, 24-hour MSE4 storm events. Note: solutions do not need to be provided for the 500-year, 24-hour event. The purpose of the model run is to understand the effect the solutions have on that storm.

Deliverables for this step shall include:

1) A spreadsheet, list, brief description, or other exhibit for each PFCI that includes rough sizing/dimensions where applicable (approximate storage volume required, increase in pipe size, diversion pipe size, etc.).
2) Figures showing the maximum extent of flooding during each storm event. The figures shall be color coded to show depth of flooding (typical ranges utilized are: 0.01'-0.25', 0.25'-0.5', 0.5'-1.0', and greater than 1').
3) Table noting the flooding depth for the locations identified in TASK 3 for each design storm.
4) Table and figure showing structures flooded and removed during the 100-yr storm event.
5) Model files and documentation as requested by CITY.
6) GIS files generated for model development as requested by CITY.

At this point, Consultants the City may pause on proposed tasks to conduct internal meetings or solicit feedback from other City agencies including, but not limited to, the Parks, Forestry and Streets Departments, Planning and Zoning Division, and the Office of the Mayor. Consultants are not expected to attend these meetings.

Step 2: Develop PFC Solutions Model

Using the information identified in Task 4.1.1and the information the City collects during its internal meetings, develop “feasible” solutions to solve the identified causes of flooding. Solutions could include:

- Above-ground detention basins
- Additional inlets
- Underground storage
- Enlarged greenways and pipes
- Pumping
- Locations to purchase property that is repeatedly flooded
- Other solutions the consultant deems sound

It is expected that one (1) holistic set of solutions will be developed for the watershed.

The consultant shall develop conceptual solutions to meet the goals of the watershed studies as outlined in the Modeling Guidance. The holistic set of solutions should include conceptual solutions to meet all City Goals in all areas of the watershed unless a location(s) is explicitly discussed with City staff and removed from the solutions set.

Conceptual solutions should consider:

- Utility conflicts (using available data)
- Topographic relief (if pumps are required to get stormwater runoff to/from PFCI)
- Downstream flood impacts
- Environmental concerns (using available data including CARPC info, wetland indicators, etc)
- Permitting concerns

This model will be called the *PFC Solutions Model.* Run the model for the 2-yr, 5-yr, 10-yr, 25-yr, 100-yr and 500-yr, 24-hour MSE4 storm events. The purpose of the model run is to understand the effect the solutions have on each incremental storm event.

Develop conceptual (30%) cost estimates for each proposed PFCI included in the *PFC Solutions Model*.

Deliverables for this step shall include:

1) A spreadsheet, list, brief description, or other exhibit for each PFCI that includes rough sizing/dimensions where applicable (approximate storage volume required, increase in pipe size, diversion pipe size, etc.).
2) Conceptual (30%) drawings (1 per PFCI) showing (if applicable):
    a. The footprint and inlet/outlet information for storage or greenway modifications
    b. Tie-in and required changes (increased size, decreased size, abandonment, etc) to existing storm sewer system
    c. Locations of additional inlets
    d. Location of pump station, pump station footprint, and inlet/outlet pipes
    e. Locations of properties to be purchased
    f. Utility conflicts from existing available GIS data
    g. Known wetlands/FEMA floodplains/environmental areas of concern
3) Conceptual (30%) cost estimates utilizing unit costs provided by the City for items identified by the Consultant.
4) Color figures showing the maximum extent of flooding during each storm event. The figures shall be color coded to show depth of flooding (typical ranges utilized are: 0.01’-0.25’, 0.25’-0.5’, 0.5’-1.0’, and greater than 1’).
5) Table noting the flooding depth for the 25 locations identified during TASK 3.
6) Table and figure showing number of structures flooded and removed from flooding during the 100-year event.

7) Figure showing streets meeting and still not meeting goal during the 10-year storm event.
8) Model files and documentation.
9) GIS files generated for model development.

4.1.3 Assess the 500-yr Storm and Potential Upgrades

The purpose of this subtask is to further understand where it may be practical to purchase property and/or where PFCI could be maximized to achieve additional flood control benefits. In some cases this may not be practical or feasible, therefore solution is considered partially theoretical.

Using the model from Task 4.1.2, Step 2 (PFC Solutions Model) as a base, increase the capacity of all conveyance, storage, and/or pumps in the model to relieve as much flooding as possible for the 500-yr event while staying within the ownership boundaries of the PFC devices. For example, if a PFCI is going to be proposed for an open lot owned by the City of Madison, maximize the PFCI on the land owned by the City but do not go outside those boundaries. This model is called the *Upsized PFC Solutions Model.*

The solutions may involve increase infrastructure upstream and/or downstream of the solutions identified in Task 4.1.2, Step 2, as long the solution stays within the ownership boundaries.

Run the *PFC Solutions Model* from Task 4.1.2, Step 2 for the 500-yr event. Compare the results from this model to the results of the *Upsized PFC Solutions Model* run for the 500-yr storm.

As part of the comparison, identify the location and number of buildings that are no longer inundated with the upsized PFCI. For purposes of this analysis, inundation will be identified as water touching a structure.

Prepare a conceptual (30%) cost estimate for upsized PFCI identified in Task 4.1.2.

Deliverables

1) Comparison of infrastructure costs between the *PFC Solutions Model* and the *Upsized PFC Solutions Model* for the 500-yr event
2) Count of buildings inundated in *PFC Solutions Model* compared to the *Upsized PFC Solutions Model* during the 500-yr event
3) Model files and documentation

4.2 Draft Watershed Proposed Solutions Report:

4.2.1 CONSULTANT will provide a draft document for the proposed mitigation alternatives to be reviewed by the City. A Separate document will be provided for each of the UBMC and LBMC Watersheds. These documents will eventually be incorporated into the final project reports.

The document shall include the following:

1) Overview and description of the modeling approach and selection of solution locations.
2) Proposed solutions for deficiencies.
3) Maximum extent of flooding/inundation maps comparing existing and proposed alternatives.
4) Critical elevations in areas where structural flooding is occurring for the 500-year flood extent.
    a. Critical elevations for structures will be based on available data provided by the City and/or from field survey work conducted by the survey firm under City contract.

TASK 4 Deliverables

1) Color figures showing the maximum extent of flooding during each storm event for each alternative. The figures shall be color coded to show depth of flooding (typical ranges utilized are: 0.01’- 0.25’, 0.25’-0.5’, 0.5’-1.0’, and greater than 1.0’).
2) Table noting the flooding depth for up to 25 locations identified during TASK 3for each design storm.

3) Table and figure showing number of structures flooded and removed from flooding during the 100-year event.
4) Figure showing streets meeting and still not meeting goal during the 10-year storm event.
5) Figures representing proposed conceptual flood mitigation projects.
6) Draft Cost Estimates for proposed conceptual flood mitigation projects.
7) Draft Watershed Proposed Solutions Section of Final Report.

TASK 5 Public Engagement

5.1 CONSULTANT will provide information materials and three (3) staff people to help conduct one virtual Public Information Meeting (PIM). The purpose of the PIM is to present the existing conditions modeling results, present proposed projects, and ask for public feedback regarding these results.

PIM will be held after the completion of the proposed conditions modeling. CONSULTANT will create materials including a PowerPoint presentation and a map showing each proposed project area. CONSULTANT shall provide draft PowerPoint presentation to the City and work with City staff to finalize the presentation.

5.2 CONSULTANT will provide information materials and three (3) staff people to help conduct two in person stakeholder or focus group meeting. The purpose of the meeting will be to present and discuss potential impacts from proposed flood solutions projects and/or collect feedback from stakeholders or residents on a specific area or flood solution. CONSULTANTS will collect notes from the meeting and summarize for CITY Staff. CONSULTANT will create materials including a PowerPoint presentation and a map showing each proposed project area. CONSULTANT shall provide draft PowerPoint presentation to the City and work with City staff to finalize the presentation.

5.3 Additional public information, stakeholder, or focus group meetings may be required based on feedback from the City, policy makers or the public. Additional meetings are not budgeted under the initial contract. A contract amendment for additional meetings will be executed by CITY if additional meetings are requested. Costs for additional public information or stakeholder meetings will paid based on the Unit Prices provided in the Cost Proposal Sheet.

TASK 5 Deliverables:

1) Public feedback from implemented public outreach and engagement plan
2) PIM presentation in PowerPoint format.
3) Other PIM presentation materials as necessary.
4) Compile feedback and responses to questions from PIM#2 and focus groups and provide report to the City. This report shall include an executive summary that can be posted to the City website.

TASK 6 Lower Badger Mill Creek Pre-Development Hydrology Analysis

The City is interested in understanding how development within the LBMC watershed has affected peak stormwater discharged into the City of Verona at the western boundary of the study area (Shady Oak Lane). The Consultant shall develop pre-development hydrology scenarios for comparison against the updated existing conditions model.

6.1 CONSULTANT may propose an approach that deviates from what is described in Tasks 6.2 and 6.3. Approach must be approved by CITY prior to beginning work on the predeveloped conditions model.

6.2 CONSULTANT will develop estimated predevelopment conditions hydrology for the full LBMC watershed to estimate predevelopment flows out of the watershed.

As necessary sub catchments will be combined, adjusted, or re-delineated.

SWMM methodology shall be used following the recommendations in the modeling guidance document.

All land use shall be assumed to be either row crop, meadow, or wooded. CONSULTANT may use historical aerial imagery or other available data to determine appropriate land use

6.3 CONSULTANT will update the conveyance network to approximate pre developed conditions of the watershed.

CITY recognizes the difficulty in approximating pre developed topography and critical drainage feature geometry. CONSULTANT may propose an alternative approach in writing to CITY for approval prior to beginning work on this task. However, the following suggested approach has been provided.

- Remove all storm sewer pipe from the existing conditions model except culverts at major road crossings. Assume current inverts and sizes for culverts except if earlier data is available.
- Use 2005 LIDAR LiDAR (CITY can provide a 5-meter resolution DEM), to initially update topography. For areas developed prior to 2005, the 1998 statewide 30m DEM may be used.

6.4 CONSULTANT will execute the predeveloped conditions model for the 1-, 2-, 5-, 10-, 50-, 100, and 200-yr 24-hr MSE 4 storm events.

6.5 CONSULTANT shall provide a draft technical memorandum summarizing the analysis for review and comment by CITY. CITY comments shall be addressed and then incorporated into the final report.

TASK 6 Deliverables:

1) Meeting with City to discuss approach and modeling results.
2) Technical Memorandum summarizing the LMBC predeveloped conditions modeling approach and results.
3) Final predeveloped conditions PCSWMM model(s) for the LBMC Watershed.

PHASE 3 FINAL REPORT

CONSULTANT shall not move on to Phase 3 without express direction by the City. All comments and changes as identified by the City in both Task 3 and Task 4 and the respective modeling, alternative analysis and draft report shall be addressed prior to final preparation of the final deliverables in TASK 8.

TASK 7 Detailed Written Report and Final Model Delivery

CONSULTANT will prepare a detailed Watershed Report Amendment for both UBMC and LBMC Watersheds that includes the existing conditions model updates, modeling results, maximum extent of flooding/inundation maps, and proposed mitigation alternatives, as detailed in TASK 3 and TASK 4.

7.1 The report shall also include an executive summary that identifies and prioritizes the recommended improvements and, if necessary, identifies improvements that would need to be completed in a specific order. A draft report will be prepared for City review, and a final report will be prepared based on City review comments.

7.2 The final report will also refine cost estimates as identified in TASK 4 for the improvements identified in the summary. The cost refinements will be based upon updated unit cost information provided by the City.

TASK 7 Deliverables:

Report will be provided to the City as follows (separate report for each of the LBMC and UBMC watersheds) :

1) One (1) copy of a colored, bound hard copy report, including all necessary maps, exhibits, etc. as identified in the Scope of Services.
2) One (1) digital copy of the document in the software in which it was prepared.
3) One (1) digital copy of the document in PDF format. **The PDF Document shall conform to federal regulations and City Policy for accessibility.**

CONSULTANT will also provide:

1) The final models, fully QA/QC'ed, to the City including the existing conditions models for the respective storms as identified in TASK 4 and all alternative analyses or scenarios as identified in Task 6. The model(s) shall be provided to the City on a hard drive.

2) All related files used in the creation of the model shall be provided to the City as part of the final deliverables, including but not limited to GIS, CADD, topographic surveys, Access database, or Excel files.

PHASE 4 PROJECT COORDINATION

TASK 8 Progress Meetings and Coordination
8.1 CONSULTANT will attend the kick-off meeting and up to eighteen (18) additional virtual or in-person monthly progress meetings as requested by the City. CONSULTANT shall provide an agenda prior to progress meetings and prepare meeting minutes summarizing the discussions held during the meetings.

8.2 CONSULTANT will attend up to five (5) additional progress meetings via conference call as-needed and participate in preparing meeting minutes summarizing the discussions held during the meetings.

TASK 8 Deliverables:

1) Cooperation and Coordination by phone or email with the City and other consultants as needed.
2) Meeting agendas prior to progress meetings.
3) Meeting minutes or summaries within 3 days of each meeting.

5.2 Anticipated Project Timeline

An anticipated project timeline for issuance of the RFP, Proposal Review, major project phases, and some intermediate stages. The dates provided below may be adjusted during the course of the study based on unanticipated opportunities or challenges that arise. However, proposing firms shall confirm that they are able to meet the desired timeline or propose modifications. Overall, the anticipated project timeline is expected to be roughly 17 months.

ANTICIPATED TIMELINE	
RFP released	May 20, 2026
Submission deadline	June 18, 2026
Selection of Consultant(s)	by July 15, 2026
Anticipated Project Start/Project Kick off Meeting	Mid August 2026
Anticipated Completion of Phase 1 work	Winter 2026/27
Completion Phase 2	Fall 2027
Project Completed by	December 2027

		2026					2027											
Phase	TASK	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Phase 1	Kick off Meeting																	
	1																	
	2																	
	3																	
Phase 2	4																	
	5											PIM						
	6																	
Phase 3	7																	
Phase 4	8																	

5.3 Required Information and Content of Proposals

Below is a detailed list of items required in each submittal section.

1. Cover Letter
    a. Lead Consultant name and mailing address
    b. Contact person's name, title, phone number, and email address
    c. Signature of the individual(s) authorized to negotiate and bind the Consultant contractually

2. Project Understanding and Approach (25%)
    a. Describe the Team's understanding of the unique conditions in the watershed and how they will be accounted for.
    b. Describe the Team's approach for reviewing and completing QA/QC of models.
    c. Describe the Team's anticipated approach for developing the predeveloped conditions model as described in Task 6.
    d. Describe the opportunities or challenges related to the anticipated work, or unique issues related to specific watershed conditions.
    e. Describe how your team will ensure Racial Equity and Social Justice is a core principle throughout the duration of this project. Further explain strategies and techniques intended to encourage inclusive stakeholder engagement, just decisions making processes, and equitable environmental planning.
    f. Describe Team's understanding of scope of work.
        i. If Consultant proposes to follow scope of work as stated, there is not a need to reiterate scope.
        ii. If comments are provided on the proposed scope of work, organize comments by task number as identified in the Scope of Services.
        iii. If the proposed scope or work sequence differs from what is identified in this RFP the Consultant shall identify any areas in the scope that they do not intend to follow and provide reasoning.
        iv. Any additional scope items should be summarized in a separate section in the Attachments/Appendices Section.

3. Team Composition, Performance, and Key Personnel (20%)
    a. Summarize the Consultant Team's background and focus.
    b. Provide a Team organizational chart that identifies a project manager and the relationship among consulting team members, including sub-consultants.
    c. Briefly summarize the Key Personnel's role for this project.
    d. Provide documentation showing adequate staff capacity to complete the work within the proposed schedule.

4. Relevant Project Experience (20%)
    a. Provide up to 5 relevant projects, including Client and Project information, Team's responsibility in the projects, the challenges presented by each project, and the results. Include which Key Personnel were involved.
    b. Limit project examples to those completed within the last 10 years.
    c. List the project year(s), Key Personnel, and Client contact person and telephone number for each.
5. Local Vendor Preference (5%)
   See Section **Error! Reference source not found.**

6. Schedule, Level of Effort, and Costs (30%)
    a. Include schedule for completion by Task.
    b. Provide information showing Team can meet schedule outlined in this RFP. For example, include percent availability for Key Personnel.
    c. Complete attached Cost Proposal and include with submittal.
    d. Costs to include:
        i. List proposed costs by Main Task (1-8)
        ii. Provide unit costs for meetings
            1. Public information meetings
            2. Stake holder or focus group meetings
            3. Monthly progress meetings with City staff
        iii. Provide a total not-to exceed dollar value for any reimbursable expenses associated with each individual task, including the type of expense, such as mileage, printing expenses, etc.
        iv. Provide detailed project budget, estimated hours by position title per task, and billing rates for all personnel to be assigned to the project.

7. Attachments/Appendices
    a. Resumes (suggested length: 2 pages maximum per resume)
    b. References: Provide three references for the consultant team. Include the reference contact's name, address, phone number and relationship to the firm/team.
    c. Additional Tasks or Services: Consultants may offer suggestions for additional tasks to be conducted during the watershed study. Provide a summary of the tasks that were not identified in the provide Scope of Work, along with a separate line item with costs for those services they wish the City to consider.
    d. Comments on Contract Standard Terms and Conditions: The entity that would enter into the contract with the City for the RFP will need to be able to meet the City's Standard Terms and Conditions or be able to come to a mutual agreement with the City on the Standard Terms and Conditions. If they are not able to meet those conditions it may impact the City's selection. Firms should acknowledge if they are able to meet the City's Standard Terms and Conditions or if they have had experience with successfully negotiating mutually agreeable exceptions to the City's standard language.

5.4 Basis for Selection

Responses to this RFP will be reviewed by a Selection Committee, chosen by the City Engineer and following City Purchasing guidelines, based on the appropriateness of the Proposal, budget, and ability to meet the proposed timeline.

If necessary, the City Selection Committee may elect to interview a subset of respondents to this RFP to better understand differing proposed approaches to the projects. Each interview will be scheduled by the City following submission of all proposals. The City reserves the right to interview any subset of respondents the Selection Committee chooses for further review.

There are no page limits for the Proposal submission. Please keep responses clear and concise. Proposals should not only include information regarding complex hydrologic and hydraulic modeling, but also the design of both green (volume control) and grey (peak flow control) infrastructure.

Evaluation Criteria

Scoring will be weighted as follows:

1. 25% for Project Understanding and Approach
2. 20% for Team Composition, Performance, and Key Personnel
3. 20% for Relevant Project Experience
4. 5% for Local Vendor Preference
5. 30% for Cost

6 HOW TO SUBMIT YOUR PROPOSAL

6.1 Proposal Checklist

Required Documents to Submit:		
Your Technical Proposal		
Technical Requirements spreadsheet (if any)		
Any other info / questionnaires required for this RFP?		
Required Forms to Submit:		
Form A: Price Proposal and Signature Affidavit		
Form B: References		
Form C: Vendor Profile		
RFP ADDENDUM Check the bid websites for any addendum. See Section 3.1. • You can use the area below to track addendums. • An addendum might require you to submit additional documents. Make sure to read it carefully and send any additional documents.		
Addendum # (if any)	Have you read it?	Have you submitted any documents required by the addendum?
Addendum # _____		
Addendum # _____		

6.2 Submit your Proposal by the Deadline

Submit your proposal by email to City of Madison Purchasing Services by Thursday, June 18th, 2026 at 2:00 PM Central Time.

- Make sure your proposal is complete (see checklist above) and readable.
- **Include RFP 15034-0-2026-BG in the email subject line.**
- **Email proposals to:** bids@cityofmadison.com
- Do not send your proposal to any other City email or agency
- If you cannot send your proposal by email, please contact the Buyer at (608) 243-0529

You must include RFP 15034-0-2026-BG on your proposal and all other communication to the City. **For email, include RFP 15034-0-2026-BG in the subject line.**

For example, an email subject line could read: RFP 15034-0-2026-BG 2026 Badger Mill Creek Watershed Study Questions

6.3 Format

- **Electronic** – proposals are submitted electronically. Exceptions can be made for paper submittals but you must contact the Buyer ahead of time to make those arrangements.
- **Legible and readable** – if not the City might reject it.
- **Simple** – not necessary to include elaborate/ high tech/ expensive graphics or similar features.
- **Complete** – your proposal must include all required sections and forms. See checklist.

6.4 Questions

You can ask questions about the RFP until the **deadline for questions of Monday, June** 1st, 2026 **at 2:00 PM Central Time.**

Email questions to Brittany Garcia at bids@cityofmadison.com. Remember to include RFP 15034-0-2026-BG in the subject line.

Any questions that are asked in person, over the phone, or on-site visits, and subsequently answered by City staff are considered "off the record" and "unofficial". The only official answers must be submitted through email and answered on the addendum(s).

We post answers to bidder questions as an **addendum** on the bid websites. Check the websites regularly.

6.5 Addendum (Changes or Clarifications to this RFP)

RFP addendums make clarifications, answer bidder questions, make changes to RFP timeline, and provide other important information. Addendums are posted on the bid websites listed in Section 3.1.

IMPORTANT: It is your responsibility to check for addendums. An addendum might require you to submit additional information. Your proposal could be disqualified if you do not:

- **Check the bid websites regularly during the posting period**
- **Read all addendum**
- **Follow the instructions in the addendum**

6.6 Multiple Proposals

You may submit more than one proposal if you are proposing more than one way to fulfill the scope requested by this RFP. If so, each proposal must meet the requirements of the RFP. Clearly label each proposal by number (Proposal #1, Proposal #2) and submit each separately.

6.7 Changing or Withdrawing your Proposal

You may make changes to your proposal before the due date of Thursday, June 18th, 2026 at 2:00 PM Central Time.

You may withdraw your proposal before the due date. After the due date, no proposals may be withdrawn for 90 days or as otherwise provided by law.

6.8 Correcting Errors in your Proposal after the Due Date

The City will notify you if we believe you made an error in your proposal and may allow you to correct the error. The City will decide if correcting the error is in the City's best interest, is fair to the other bidders, and preserves competition. The City will decide whether an error can be corrected and will notify you.

6.9 No Exceptions from Bidders

Exceptions to this RFP are not permitted. The City of Madison reserves the right to reject bids that take exceptions or don't follow the requirements of this RFP. If you ask to change the requirements, specifications, sample contract, or legal terms, that is considered an "exception." A statement that you will not or cannot comply with any part of this RFP or the sample contract will also be considered an "exception." *(If this RFP allows substitutions or alternate solutions, the Scope of Services (Section 5) will make this clear, and that is not considered an "exception.")*

6.10 You are Responsible for all of your Costs in Making a Proposal

You participate in this RFP at your own expense. You may be asked to attend virtual or in-person meetings, make presentations, give demonstrations, inspect City locations, or make your facilities available for a site inspection. The City will not pay any costs incurred in your preparation of bids, even if this RFP is changed or cancelled.

6.11 Public Records and Trade Secrets

Your response to this RFP is a public record. Wisconsin and other public records laws may require the City to share your proposal or the resulting contract if someone makes a public records request. If a public records request is made, the City's Records Custodian applies the law to decide whether the record must be disclosed, or if any part of the record can be redacted or not disclosed. There are very few exceptions to disclosure under Wisconsin law. One exception is for "trade secrets" as defined by sec. 134.90(1)(c) of the Wisconsin Statutes. It is your responsibility to research trade secrets as defined by Wisconsin law if you think any part of your proposal might be a "trade secret." The City cannot give private legal advice to you. Most things will NOT meet this exception.

You may label items you believe meet this definition as a "trade secret" and submit them separately from the rest of your proposal, **but the City cannot guarantee that information will be treated as a trade secret or confidential.**

Things that are not considered confidential: your proposal or bid in its entirety, price proposal, pricing information, references, or the resulting contract. This is not a complete list.

Preserving competition: To the extent permitted by law, the City intends to withhold proposals under this RFP from public view until competitive or bargaining reasons no longer require it, in the City's opinion. At that time, all proposals will be available for review in accordance with public records laws.

The City will not provide advance notice to bidders prior to releasing any requested public record.

7 RULES FOR THE SELECTION PROCESS

This RFP does not commit the City to award a contract. The City can cancel this RFP at any time. There is no guarantee that the City will award any contract as a result of this RFP. While the City considers this procurement important to City operations, the circumstances could change.

The City might make a partial award. By submitting a proposal you are willing to accept an order for all or part of the items/services. Note in your proposal if you do not agree to accept a partial award.

The City reserves the right to make changes to this RFP. Any changes will be made with an Addendum. Changes could impact due dates or specifications, or could require additional information from all bidders.

The City reserves the right to reject any proposal. We can reject all or part of a proposal without explaining the reason. Proposals could be rejected if they are missing information (non-responsive) or fail to demonstrate that the bidder is responsible and capable of doing the work (not responsible.)

The City may negotiate with finalists or the selected vendor. One or more bidders may need to submit additional technical proposals, best and final price proposals, or other changes to their bids.

Federal or State Laws may apply to this RFP (such as federal regulations or procurement policies that apply to grant funding). Those laws will apply over any conflicting procedure in this RFP.

Responsible and Responsive Bidders You should read the Scope of Work (Section 5) carefully to determine your ability to perform and complete the work required. This contract will only be awarded to a bidder who is “responsible” and “responsive” and whose bid is most advantageous to the City, with price and other factors considered. This RFP is designed to help the City select responsive and responsible bidders.

“Responsive” means that your proposal responds to all parts of this RFP – it is complete, not missing any information, and addresses all of the required work. Failure to provide all of the information requested in this RFP could result in being considered “not responsive.”

A “Responsible” bidder has demonstrated the ability to perform successfully under the terms of the proposed contract. This includes having adequate financial resources or the ability to obtain them; can perform and deliver on time, delivery taking into account other business commitments; has a satisfactory performance record; has a satisfactory record of integrity and business ethics; and has the necessary organization, experience and technical skills. A bidder that cannot demonstrate these things may be considered “not responsible.”

Contractors with past problems with the City The City reserves the right to refuse to accept any bid from any person, firm or corporation who

- owes the City money
- is in default to the City
- has been debarred through an official process such as through the Department of Civil Rights
- has had performance or other problems on past contracts with the City

Such bidders may be deemed “not responsible.”

8 LEGAL CONTRACT REQUIREMENTS

8.1 Sample Contract

You must review the Sample Contract attached to the end of this RFP. This contract* will be used for the work resulting from this RFP.

By submitting a proposal, you are willing to enter into a contract with the terms found in the Sample Contract. **Exceptions to the legal terms are not allowed and may result in your proposal being rejected. The City does not negotiate legal terms prior to award.**

**While the City strives to provide the most appropriate sample contracts, the City reserves the right to modify the form for any contract resulting from this RFP.*

8.2 Affirmative Action Requirements for Contractors

City contractors must show they hire and promote employees equitably and make their best efforts to have a diverse workforce.

Affirmative Action Plan: Bidders with 15 or more employees that will earn $50,000 or more in total contracts with the City in the calendar year must file an Affirmative Action Plan (AA plan) with the City. Submit your AA plan online using the form provided by the City. See the sample AA plan for "vendors and suppliers" at: https://www.cityofmadison.com/civil-rights/contract-compliance/affirmative-action-plan/vendors-suppliers

Exemptions: Bidders who have fewer than 15 employees or will earn less than $50,000 in total contracts with the City in the calendar year will be exempt from filing a full AA plan. You will need to fill out a request for exemption form. If you have 15 or more employees, you must complete an exemption form, provide some workforce statistics, and participate in the "RaISE" program.

Release of Payment: The City cannot make any payments under a contract until the Affirmative Action plan or request for exemption form are completed.

Referrals and Interviews for Sustainable Employment (RaISE) Program: The RaISE program is designed to match qualified people to employment. If you have 15 or more employees and are awarded the contract, you must let the City know about all external job openings in Dane County, Wisconsin. You must also agree to interview candidates the City refers to you. See this link for information and instructions: https://www.cityofmadison.com/civil-rights/programs/referrals-and-interviews-for-sustainable-employment-raise-program

The City has a **Small Business Enterprise program** described here: https://www.cityofmadison.com/civil-rights/contract-compliance/targeted-business-enterprise-programs. You will be encouraged to provide opportunities for small business enterprises (SBE) to compete for any subcontracts allowed in the contract.

See the Sample Contract, section 13, for all requirements for the City's Affirmative Action program for contractors. Call the Contract Compliance Specialist at (608) 266-4910 with questions.

8.3 Insurance

All City contractors must provide a Certificate of Insurance. You must carry the insurance policies required by section 27 of the **Sample Contract.** This includes general liability insurance, workers compensation, and could include automobile and professional liability insurance. Please see the instructions and section 27 of the Sample Contract for the insurance requirements.

CONTRACT INSTRUCTIONS

(REMOVE THIS PAGE BEFORE SIGNING CONTRACT)

FOR CITY STAFF: *The City Agency preparing this contract is responsible for these steps:*

- ☐ Complete the "City Use Only" box at the top of page 1.
- ☐ Complete sections 3, 4, 5, and the City part of 15. Review Sec. 4 carefully and follow instructions.
- ☐ Review final POS: make sure Contractor has completed all steps below, **before** you prepare PDF and **BEFORE** routing for City signatures. An incomplete contract will be rejected and not signed.
- ☐ All attachments & exhibits in sec. 3 must be attached to the final, clean contract to form a single PDF.
- ☐ City agency staff are responsible for these things:
  - Determine if contract requires a resolution, draft complete resolution,
  - Determine who will sign for the City (see signature page.)
  - Confirm COI (certificate of insurance) from contractor was delivered to Risk Management.
  - Obtain contractor signature on final, clean contract PDF with all exhibits attached.
  - Contracts signed by Mayor/Clerk – agency must enter contract into **Accela** for signatures.
  - Contracts signed by Purchasing – agency must enter contract in **Munis** with **Requisition**.
  - Return fully signed contract to Contractor, save a copy for yourself, monitor expiration date.

FOR CONTRACTOR: Please complete all steps below:

- ☐ Check one box at top of Page 1 to identify the correct type of business entity.
- ☐ Sections 3, 4, & 5 will be completed by the City and must be complete before you sign.
- ☐ Put a name in Sec. 8 – person responsible for administering the contract.
- ☐ **Affirmative Action:** Check the appropriate box in Sec. 13.B., Article IV, and complete the appropriate online form for the box you have checked:

  Affirmative Action compliance forms are at this link: www.cityofmadison.com/civil-rights/contract-compliance/affirmative-action-plan/vendors-suppliers. If you do not already have an approved, current Affirmative Action Plan on file with the City of Madison, read the *"Instructions for Completing City of Madison Affirmative Action Plan"* at the above link. This will direct you to register for an account. If you already have an account, select *"Affirmative Action Plan for Vendors and Suppliers"* and complete that form. If you have never filed a plan or request for exemption with Madison, you must create an account first. If you are exempt under Article IV box C or D, you still must create an account and complete some steps to confirm your exemption. Register for an account here: https://elam.cityofmadison.com/citizenaccess.

  Affirmative Action Questions? Contact Dept. of Civil Rights, Contract Compliance: (608) 266-4910.
- ☐ Complete Section 15 – Official Notices. This is a person or place for the City to send official legal notices to the Contractor (not the same as the person in 8).
- ☐ Section 27 –CERTIFICATE OF INSURANCE (COI) must be provided before City signs contract.
  Certificate Holder: City of Madison, Attn: Risk Manager
  210 Martin Luther King Jr. Blvd. Room 406, Madison, WI 53703

All insurance required by Section 27 must be shown on the certificate. Can use City's certificate at this link: https://www.cityofmadison.com/finance/documents/certinsurance.pdf

Email certificate to City Risk Management at certificates@cityofmadison.com and cc: your City contact person on the email. Call Risk Management at (608) 266-9668 with insurance questions.

- ☐ Signatures. Work with City to prepare a final clean PDF for signature. Contractor signs first, City signs last. Use any electronic method to sign where indicated and complete other fields for the Contractor signature. Email signed PDF to your City contact, unless otherwise instructed. City will sign last, and will email you an electronic signed copy unless otherwise requested.

For City Use Only:
Contract Expiration Date: _____ Contract/Project Name: _____
Does the contract include renewals? ☐ Yes ☐ No Are the renewals Automatic or Optional? ☐ Automatic ☐ Optional
No. of renewals: _____ Duration of each renewal: _____

City of Madison
CONTRACT FOR PURCHASE OF SERVICES

1. **PARTIES.**
This is a Contract between the City of Madison, a Wisconsin municipal corporation ("City") and _____ ("Contractor").

The Contractor is a: ☐ Corporation ☐ Limited Liability Company ☐ General Partnership ☐ LLP
(to be completed by contractor) ☐ Sole Proprietor ☐ Unincorporated Association ☐ Other:_____ _____.

2. **PURPOSE.**
The purpose of this Contract is as set forth in Section 3.

3. **SCOPE OF SERVICES AND SCHEDULE OF PAYMENTS.**
Contractor will perform the following services and be paid according to the following schedule(s) or attachment(s):

Attachment A: (name) (List all attachments here by name, and label and attach them, in order.)
Attachment B: (name)

Order of Precedence: In the event of a conflict between the terms of this Contract for Purchase of Services and the terms of any document attached or incorporated herein, the terms of this Contract for Purchase of Services shall control and supersede any such conflicting term.

4. **TERM AND EFFECTIVE DATE.**
This Contract shall become effective upon execution by the Mayor, (or the Purchasing Agent, if authorized) on behalf of the City of Madison, unless another effective date is specified in the Attachment(s) incorporated in Section 3, however in no case shall work commence before execution by the City of Madison. The term of this Contract shall be complete the sentence using one of the sample clauses below; and the renewal clause only if renewals are part of this contract. Delete the clauses you are NOT using.

from _____ to _____.
_____ year(s) from the date of final signature by the City.
_____ months from the date of final signature by the City.
_____ year(s) from (insert a hard start date)_____.
_____ months from (insert a hard start date)_____.
As set forth in (reference exhibit or attachment above and the section number of that document where the contract term is described.).

Add this language only if renewal terms have been agreed and authorized:

This contract may be renewed in writing, signed by authorized representatives of each party, for up to (number of total renewal terms) of renewal terms of (length of each renewal such as one (1) year) year(s) each.

5. CONTRACT PRICE.
It is expressly understood and agreed that in no event will the total Contract price paid by the City exceed:

☐ a total of $_____.
☐ The pricing set forth in (refer to an exhibit/attachment listed above) .
☐ Other: (specify details here) .

6. **BASIS FOR PAYMENT.**

A. GENERAL.

(1) The City will pay Contractor for completed and accepted services rendered and any goods or products under this Contract at the Contract Price set forth in Section 5. Such payment shall be full payment for services rendered and for all labor, material, supplies, equipment and incidentals necessary to complete the services. Payment in excess of the total Contract price will not be allowed unless authorized by a formal amendment signed by authorized representatives of both parties.

(2) **Payment Schedule:** The City will pay the Contractor in accordance with the schedule, if any, set forth in Section 3. Final payment of any balance due the Contractor will be made upon acceptance by the City of the services and any deliverables required by the Contract and upon receipt by the City of documents required to be returned or to be furnished by the Contractor.

(3) **Invoicing:** The Contractor shall submit invoices in a format approved by the City and as may be further specified in Section 3 of this Contract. Invoices shall include date(s) services are performed. If this Contract contains more than one product or service, invoices shall be itemized accordingly. The final invoice, if applicable, shall be submitted to the City in accordance with any agreed invoicing schedule but in no case later than thirty (30) days after completion of services and delivery of any goods.

(4) Payment shall not be construed as City acceptance of unsatisfactory or defective services or improper materials.

(5) The City has the equitable right to set off against any sum due and payable to the Contractor under this Contract, any amount the City determines the Contractor owes the City, whether arising under this Contract or under any other Contract or otherwise.

(6) The City will not compensate for unsatisfactory performance by the Contractor.

B. EXTRA SERVICES OR DECREASED SERVICES.

(1) The City may request, in writing, extra services or decreased services, as defined in Section 10 of this Contract. Unless the Contractor believes the extra services entitle it to extra compensation or additional time, the Contractor shall proceed to furnish the necessary labor, materials, and professional services to complete the services within the time limits, if any, specified in this Contract.

(2) If in the Contractor's opinion the order for extra service would entitle it to extra compensation or extra time, or both, the Contractor shall not proceed to carry out the extra service, but shall notify the City, pursuant to Section 15 of this Contract. The notification shall include the justification for the claim for extra compensation or extra time, or both, and the amount of additional fee or time requested.

(3) The City shall review the Contractor's submittal and respond in writing, either authorizing the Contractor to perform the extra service, or refusing to authorize it. The Contractor shall not receive additional compensation or time unless the extra compensation is authorized by the City in writing.

7. **ASSIGNABILITY/SUBCONTRACTING.**

Contractor shall not assign or subcontract any interest or obligation under this Contract without the City's prior written approval or unless expressly stated otherwise in an attachment incorporated in Section 3. Unless the City has expressly approved subcontracting, all of the services required hereunder will be performed by Contractor and employees of Contractor.

8. **DESIGNATED REPRESENTATIVE.**

Contractor designates _____ as Contract Agent with primary responsibility for the performance of this Contract. If the Contract Agent resigns, is replaced, or is no longer acting as Contract Agent for any reason, Contractor will notify the City in writing of the change, and propose a replacement Contract Agent within seven (7) calendar days. The City may accept another person as the Contract Agent or may terminate this Contract under Section 25, at its option.

9. **PROSECUTION AND PROGRESS.**

A. Services under this Contract shall commence upon written order from the City to the Contractor, which order will constitute authorization to proceed; unless another date for commencement is specified elsewhere in this Contract including documents incorporated in Section 3.

B. The Contractor shall complete the services under this Contract within the time for completion as specified in the attachment(s) listed in Section 3. The Contractor's services are completed when the City notifies the Contractor in writing that the services are complete and are acceptable. The time for completion shall not be extended because of any delay attributable to the Contractor, but it may be extended by the City in the event of a delay attributable to the City, or in the event of unavoidable delay caused by war, insurrection, natural disaster, or other unexpected event beyond the control of the Contractor. If at any time the Contractor believes that the time for completion of the work should be extended because of unavoidable delay caused by an unexpected event, or because of a delay attributable to the City, the Contractor shall notify the City as soon as possible, but not later than seven (7) calendar days after such an event. Such notice shall include any justification for an extension of time and shall identify the amount of time claimed to be necessary to complete the work.

C. Services by the Contractor shall proceed continuously and expeditiously through completion of each phase of the work.

D. Progress reports documenting the extent of completed services shall be prepared by the Contractor and submitted to the City with each invoice, and at such other times as the City may specify, unless another procedure is specified in Section 3.

E. The Contractor shall notify the City in writing when the services under this Contract have been completed. When the City determines that the services are complete and are acceptable, the City will provide written notification to the Contractor, acknowledging formal acceptance of the completed services.

10. **EXTRA SERVICES.**

The City may require the Contractor to perform extra services or decreased services, according to the procedure set forth in Section 6. Extra services or decreased services means services which are not different in kind or nature from the services called for in Section 3, but which may increase or decrease the quantity and kind of labor or materials or expense of performing the services. Extra services may not increase the total Contract price set forth in Section 5, unless the Contract is formally amended.

11. **NO WAIVER.**

No failure to exercise, and no delay in exercising, any right, power or remedy hereunder on the part of the City or Contractor shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the City or Contractor therein. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.

12. **NONDISCRIMINATION.**

During the term of this Contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs or student status. Contractor further agrees not to discriminate against any subcontractor or person who offers to subcontract on this Contract because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

13. **AFFIRMATIVE ACTION.**

A. The following language applies to all contractors employing fifteen (15) or more employees (MGO 39.02(9)(c):

The Contractor agrees that, within thirty (30) days after the effective date of this Contract, Contractor will provide to the City of Madison Department of Civil Rights (the "Department"), certain workforce utilization statistics, using a form provided by the City.

If the Contract is still in effect, or if the City enters into a new Contract with the Contractor, within one year after the date on which the form was required to be provided, the Contractor will provide updated workforce information using a second form, also to be furnished by the City. The second form will be submitted to the Department no later than one year after the date on which the first form was required to be provided.

The Contractor further agrees that, for at least twelve (12) months after the effective date of this Contract, it will notify the Department of each of its job openings at facilities in Dane County for which applicants not already employees of the Contractor are to be considered. The notice will include a job description, classification, qualifications, and application procedures and deadlines, shall be provided to the City by the opening date of advertisement and with sufficient time for the City to notify candidates and make a timely referral. The Contractor agrees to interview and consider candidates referred by the Department, or an organization designated by the Department, if the candidate meets the minimum qualification standards established by the Contractor, and if the referral is timely. A referral is timely if it is received by the Contractor on or before the date stated in the notice.

The Department will determine if a contractor is exempt from the above requirements (Sec. 13.A.) at the time the Request for Exemption in 13.B.(2) is made.

B. Articles of Agreement, Request for Exemption, and Release of Payment:
The "ARTICLES OF AGREEMENT" beginning on the following page, apply to all contractors, unless determined to be exempt under the following table and procedures:

NUMBER OF EMPLOYEES	LESS THAN $50,000 Aggregate Annual Business with the City*	$50,000 OR MORE Aggregate Annual Business with the City*
14 or fewer	Exempt**	Exempt**
15 or more	Exempt**	Not Exempt

*As determined by the Finance Director **As determined by the Department of Civil Rights

(1) Exempt Status: In this section, "Exempt" means the Contractor is exempt from the Articles of Agreement in section 13.B.(5) of this Contract and from filing an Affirmative Action plan as required by Section IV of the Articles of Agreement. The Department of Civil Rights ("Department") makes the final determination as to whether a contractor is exempt. If the Contractor is not exempt, sec. 13.B.(5) shall apply and Contractor shall select option A. or B. under Article IV therein and file an Affirmative Action Plan.

(2) Request for Exemption – Fewer Than 15 Employees: (MGO 39.02(9)(a)2.) Contractors who believe they are exempt based on number of employees shall submit a Request for Exemption on a form provided by the Department within thirty (30) days of the effective date of this Contract.

(3) Exemption – Annual Aggregate Business: (MGO 39.02(9)(a)c.): The Department will determine, at the time this Contract is presented for signature, if the Contractor is exempt because it will have less than $50,000 in annual aggregate business with the City for the calendar year in which the contract is in effect. CONTRACTORS WITH 15 OR MORE EMPLOYEES WILL LOSE THIS EXEMPTION AND BECOME SUBJECT TO SEC. 13.B.(5) UPON REACHING $50,000 OR MORE ANNUAL AGGREGATE BUSINESS WITH THE CITY WITHIN THE CALENDAR YEAR.

(4) Release of Payment: (MGO 39.02(9)(e)1.b.) All non-exempt contractors must have an approved Affirmative Action plan meeting the requirements of Article IV below on file with the Department within thirty (30) days of the effective date of this Contract and prior to release of payment by the City. Contractors that are exempt based on number of employees agree to file a Request for Exemption with the Department within thirty (30) days of the effective date and prior to release of payment by the City.

(5) Articles of Agreement:

ARTICLE I

The Contractor shall take affirmative action in accordance with the provisions of this Contract to ensure that applicants are employed, and that employees are treated during employment without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin and that the employer shall provide harassment-free work environment for the realization of the potential of each employee. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship insofar as it is within the control of the Contractor. The Contractor agrees to post in conspicuous places available to employees and applicants notices to be provided by the City setting out the provisions of the nondiscrimination clauses in this Contract.

ARTICLE II

The Contractor shall in all solicitations or advertisements for employees placed by or on behalf of the Contractors state that all qualified or qualifiable applicants will be employed without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin.

ARTICLE III

The Contractor shall send to each labor union or representative of workers with which it has a collective bargaining Agreement or other Contract or understanding a notice to be provided by the City advising the labor union or workers representative of the Contractor's equal employment opportunity and affirmative action commitments. Such notices shall be posted in conspicuous places available to employees and applicants for employment.

ARTICLE IV

(This Article applies to non-public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison (MGO 39.02) including the Contract compliance requirements. The Contractor warrants and certifies that one of the following paragraphs is true **(check one):**

☐ A. Contractor has prepared and has on file an affirmative action plan that meets the format requirements of Federal Revised Order No, 4, 41 CFR part 60-2, as established by 43 FR 51400 November 3, 1978, including appendices required by City of Madison ordinances or it has prepared and has on file a model affirmative action plan approved by the Madison Common Council.

☐ B. Within thirty (30) days after the effective date of this Contract, Contractor will complete an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR Part 60-2, as established by 43 FR 51400, November 3, 1978, including appendices required by City of Madison ordinance or within thirty (30) days after the effective date of this Contract, it will complete a model affirmative action plan approved by the Madison Common Council.

☐ C. Contractor believes it is exempt from filing an affirmative action plan because it has fewer than fifteen (15) employees and has filed, or will file within thirty (30) days after the effective date of this Contract, a form required by the City to confirm exempt status based on number of employees. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.

☐ D. Contractor believes it is exempt from filing an affirmative action plan because its annual aggregate business with the City for the calendar year in which the contract is in effect is less than fifty thousand dollars ($50,000), or for another reason listed in MGO 39.02(9)(a)2. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.

ARTICLE V

(This Article applies only to public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison, including the Contract compliance requirements. The Contractor agrees to submit the model affirmative action plan for public works Contractors in a form approved by the Director of Affirmative Action.

ARTICLE VI

The Contractor will maintain records as required by Section **39.02**(9)(f) of the Madison General Ordinances and will provide the City's Department of Affirmative Action with access to such records and to persons who have relevant and necessary information, as provided in Section 39.02(9)(f). The City agrees to keep all such records confidential, except to the extent that public inspection is required by law.

ARTICLE VII

In the event of the Contractor's or subcontractor's failure to comply with the Equal Employment Opportunity and Affirmative Action provisions of this Contract or Sections 39.03 and **39.02** of the Madison General Ordinances, it is agreed that the City at its option may do any or all of the following:

A. Cancel, terminate or suspend this Contract in whole or in part.
B. Declare the Contractor ineligible for further City contracts until the Affirmative Action requirements are met.
C. Recover on behalf of the City from the prime Contractor 0.5 percent of the Contract award price for each week that such party fails or refuses to comply, in the nature of liquidated damages, but not to exceed a total of five percent (5%) of the Contract price, or ten thousand dollars ($10,000), whichever is less. Under public works contracts, if a subcontractor is in noncompliance, the City may recover liquidated damages from the prime Contractor in the manner described above. The preceding sentence shall not be construed to prohibit a prime Contractor from recovering the amount of such damage from the noncomplying subcontractor.

ARTICLE VIII

(This Article applies to public works contracts only.)

The Contractor shall include the above provisions of this Contract in every subcontract so that such provisions will be binding upon each subcontractor. The Contractor shall take such action with respect to any subcontractor as necessary to enforce such provisions, including sanctions provided for noncompliance.

ARTICLE IX

The Contractor shall allow the maximum feasible opportunity to small business enterprises to compete for any subcontracts entered into pursuant to this Contract. (In federally funded contracts the terms "DBE, MBE, and WBE" shall be substituted for the term "small business" in this Article.)

14. **SEVERABILITY.**

It is mutually agreed that in case any provision of this Contract is determined by any court of law to be unconstitutional, illegal or unenforceable, it is the intention of the parties that all other provisions of this Contract remain in full force and effect.

15. **NOTICES.**
All notices to be given under the terms of this Contract shall be in writing and signed by the person serving the notice and shall be sent registered or certified mail, return receipt requested, postage prepaid, hand delivered to the addresses of the parties listed below, or via email if the party has provided an email address for the purpose below. Email notices are presumed delivered on the date the email is sent by the sender.

FOR THE CITY:

_____
(Department or Division Head)

_____

_____

Email address if electing to receive notice via email: _____

FOR THE CONTRACTOR: _____

_____

_____

_____

Email address if electing to receive notice via email: _____

16. **INDEPENDENT CONTRACTOR AND TAX INFORMATION.**
It is agreed that Contractor is an independent contractor and not an employee of the City, and any persons who the Contractor utilizes or provides for services under this Contract not employees of the City of Madison.

Contractor shall provide its taxpayer identification number (or social security number) to the Finance Director, 210 Martin Luther King Jr. Blvd, Room 406, Madison, WI 53703, prior to payment. The Contractor is informed that as an independent contractor, Contractor may have a responsibility to make estimated tax returns, file tax returns, pay income taxes and make social security payments on the amounts received under this Contract. No amounts will be withheld by the City for these purposes and payment of taxes and making social security payments are solely the responsibility and obligation of the Contractor. The Contractor is further informed that they may be subject to civil and/or criminal penalties if they fail to properly report income and pay taxes and social security taxes on the amount received under this Contract.

17. **GOODWILL.**
Any and all goodwill arising out of this Contract inures solely to the benefit of the City; Contractor waives all claims to benefit of such goodwill.

18. **THIRD PARTY RIGHTS.**
This Contract is intended to be solely between the parties hereto. No part of this Contract shall be construed to add, supplement, amend, abridge or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

19. **AUDIT AND RETAINING OF DOCUMENTS.**
The Contractor agrees to provide all reports requested by the City including, but not limited to, financial statements and reports, reports and accounting of services rendered, and any other reports or documents requested. Financial and service reports shall be provided according to a schedule (when applicable) to be included in this Contract. Any other reports or documents shall be provided within five (5) working days after the Contractor receives the City's written requests, unless the parties agree in writing on a longer period. Payroll records and any other documents relating to the performance of services under the terms of this Contract shall be retained by the Contractor for a period of three (3) years after completion of all work under this Contract, in order to be available for audit by the City or its designee.

20. **CHOICE OF LAW, VENUE, AND FORUM SELECTION.**
This Contract shall be governed by and construed, interpreted, and enforced in accordance with the laws of the State of Wisconsin, without regard to conflict of law principles. For any claim or suit or other dispute relating to this Contract that cannot be mutually resolved informally, the venue shall be Dane County, Wisconsin, and the parties agree to submit themselves to the jurisdiction of a court of competent jurisdiction in said venue, to the exclusion of any other forum that may have jurisdiction over such a dispute according to any law.

21. **COMPLIANCE WITH APPLICABLE LAWS.**
The Contractor shall become familiar with, and shall at all times comply with and observe all federal, state, and local laws, ordinances, and regulations which in any manner affect the services or conduct of the Contractor and its agents and employees.

22. **CONFLICT OF INTEREST.**
A. The Contractor warrants that it and its agents and employees have no public or private interest, and will not acquire directly or indirectly any such interest, which would conflict in any manner with the performance of the services under this Contract.
B. The Contractor shall not employ or Contract with any person currently employed by the City for any services included under the provisions of this Contract.

23. **ENTIRE AGREEMENT.**
This Contract for Purchase of Services, including any and all attachments, exhibits and other documents referenced in Section 3 (“Agreement” or “Contract ”) is the entire Contract of the parties and supersedes any and all oral contracts and negotiations between the parties. If any document referenced in Section 3 includes a statement that expressly or implicitly disclaims the applicability of this Contract for Purchase of Services, or a statement that such other document is the “entire agreement,” such statement shall be deemed rejected and shall not apply to this Contract.

24. **AMENDMENT.**
This Contract shall be binding on the parties hereto, their respective heirs, devisees, and successors, and cannot be varied or waived by any oral representations or promise of any agent or other person of the parties hereto. Any change in any provision of this Contract may only be made by a written amendment, signed by the duly authorized agent or agents who executed this Contract.

25. **TERMINATION.**
A. In the event of a breach by the Contractor any of the covenants, agreements, commitments, or conditions of the Contract, if any such breach shall continue unremedied for a period of ten (10) days after written notice to Contractor, the City may, at its option and in addition to all other rights and remedies which it may have at law or in equity against Contractor, including expressly specific enforcement terminate this Contract and all rights of Contractor under this Contract.
B. Notwithstanding paragraph A., above, the City may in its sole discretion and without any reason terminate this Contract at any time by providing the Contractor not less than ten (10) days' written notice of termination. In the event of termination under this subsection, the City will pay for all work completed by the Contractor and accepted by the City through the effective date of the termination.

26. **INDEMNIFICATION AND HOLD HARMLESS.**
A. Indemnification. Subject to Wis. Stat. Sec. 443.20, the Contractor shall be liable to and hereby agrees to indemnify the City of Madison, and its officers, officials, agents, and employees against all loss or expense (including attorney’s fees) by reason of any claims, suits, liability, demands,

losses, costs, damages, and expenses of every kind and description upon the City or its officers, officials, agents or employees for (i) losses proximately caused by the Contractor's and/or any subcontractor's negligent performance of the design professional services and only such losses that do not exceed the proportion of a loss caused by the negligent performance, and (ii) damages caused by Contractor's and/or any subcontractor's acts or omissions if such acts or omissions involve reckless, wanton, or intentional misconduct.

B. Hold Harmless. The Contractor agrees to hold harmless the City of Madison and its officers, officials, agents and employees from any and all claims, suits, liability, demands, losses, costs, damages, and expenses of every kind and description, arising from the negligent acts or omissions of the Contractor, its officers, officials, employees, or agents.

C. Survivability. This section 26 shall survive the termination or expiration of this Contract.

27. **INSURANCE.**

The Contractor will insure, and will require each subcontractor to insure, as indicated, against the following risks to the extent stated below. The Contractor shall not commence work under this Contract, nor shall the Contractor allow any Subcontractor to commence work on its Subcontract, until the insurance required below has been obtained and corresponding certificate(s) of insurance have been approved by the City Risk Manager.

Commercial General Liability

The Contractor shall procure and maintain during the life of this Contract, Commercial General Liability insurance including, but not limited to bodily injury, property damage, personal injury, and products and completed operations (unless determined to be inapplicable by the Risk Manager) in an amount not less than $1,000,000 per occurrence. This policy shall also provide contractual liability in the same amount. Contractor's coverage shall be primary and non-contributory and list the City of Madison, its officers, officials, agents and employees as additional insureds. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain insurance meeting the above criteria, applying on a primary basis and listing the City of Madison, its officers, officials, agents and employees as additional insureds.

Automobile Liability

The Contractor shall procure and maintain during the life of this Contract Business Automobile Liability insurance covering owned, non-owned and hired automobiles with limits of not less than $1,000,000 combined single limit per accident. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain insurance covering each subcontractor and meeting the above criteria.

Worker's Compensation

The Contractor shall procure and maintain during the life of this Contract statutory Workers' Compensation insurance as required by the State of Wisconsin. The Contractor shall also carry Employers Liability limits of at least $100,000 Each Accident, $100,000 Disease – Each Employee, and $500,000 Disease – Policy Limit. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain such insurance, covering each subcontractor.

Professional Liability

The Contractor shall procure and maintain professional liability insurance with coverage of not less than $1,000,000. If such policy is a "claims made" policy, all renewals thereof during the life of the Contract shall include "prior acts coverage" covering at all times all claims made with respect to Contractor's work performed under the Contract. This Professional Liability coverage must be kept in force for a period of six (6) years after the services have been accepted by the City.

Acceptability of Insurers. The above-required insurance is to be placed with insurers who have an A.M. Best rating of no less than A- (A minus) and a Financial Category rating of no less than VII.

Proof of Insurance, Approval. The Contractor shall provide the City with certificate(s) of insurance showing the type, amount, effective dates, and expiration dates of required policies prior to commencing work under this Contract. Contractor shall provide the certificate(s) to the City's representative upon execution of the Contract, or sooner, for approval by the City Risk Manager. If any of the policies required above expire while this Contract is still in effect, Contractor shall provide renewal certificate(s) to the City for approval. Certificate Holder language should be listed as follows:

City of Madison
ATTN: Risk Management, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703

The Contractor shall provide copies of additional insured endorsements or insurance policies, if requested by the City Risk Manager. The Contractor and/or Insurer shall give the City thirty (30) days advance written notice of cancellation, non-renewal or material changes to any of the above-required policies during the term of this Contract.

28. **OWNERSHIP OF CONTRACT PRODUCT.**
All of the work product, including, but not limited to, documents, materials, files, reports, data, including magnetic tapes, disks of computer-aided designs or other electronically stored data or information (the "Documents"), which the Contractor prepares pursuant to the terms and conditions of this Contract are the sole property of the City. The Contractor will not publish any such materials or use them for any research or publication, other than as expressly required or permitted by this Contract, without the prior written permission of the City. The grant or denial of such permission shall be at the City's sole discretion.

The Contractor intends that the copyright to the Documents shall be owned by City, whether as author (as a Work Made For Hire), or by assignment from Contractor to City. The parties expressly agree that the Documents shall be considered a Work Made For Hire as defined by Title 17, United States Code, Section 101(2).

As further consideration for the City entering into this Contract, the Contractor hereby assigns to City all of the Contractor's rights, title, interest and ownership in the Documents, including the right to procure the copyright therein and the right to secure any renewals, reissues and extensions of any such copyright in any foreign country. The City shall be entitled to the sole and exclusive benefit of the Documents, including the copyright thereto, and whenever required by the City, the Contractor shall at no additional compensation, execute all documents of assignment of the full and exclusive benefit and copyright thereof to the City. Any subcontractors and other independent contractors who prepare portions of the Documents shall be required by the Contractor to execute an assignment of ownership in favor of the City before commencing work.

29. **BAN THE BOX - ARREST AND CRIMINAL BACKGROUND CHECKS.** (Sec. 39.08, MGO. Applicable to contracts exceeding $25,000.)

A. DEFINITIONS.

For purposes of this section, “Arrest and Conviction Record” includes, but is not limited to, information indicating that a person has been questioned, apprehended, taken into custody or detention, held for investigation, arrested, charged with, indicted or tried for any felony, misdemeanor or other offense pursuant to any law enforcement or military authority.

“Conviction record” includes, but is not limited to, information indicating that a person has been convicted of a felony, misdemeanor or other offense, placed on probation, fined, imprisoned or paroled pursuant to any law enforcement or military authority.

“Background Check” means the process of checking an applicant’s arrest and conviction record, through any means.

B. REQUIREMENTS. For the duration of this Contract, the Contractor shall:

(1) Remove from all job application forms any questions, check boxes, or other inquiries regarding an applicant’s arrest and conviction record, as defined herein.

(2) Refrain from asking an applicant in any manner about their arrest or conviction record until after conditional offer of employment is made to the applicant in question.

(3) Refrain from conducting a formal or informal background check or making any other inquiry using any privately or publicly available means of obtaining the arrest or conviction record of an applicant until after a conditional offer of employment is made to the applicant in question.

(4) Make information about this ordinance available to applicants and existing employees, and post notices in prominent locations at the workplace with information about the ordinance and complaint procedure using language provided by the City.

(5) Comply with all other provisions of Sec. 39.08, MGO.

C. EXEMPTIONS: This section does not apply when:

(1) Hiring for a position where certain convictions or violations are a bar to employment in that position under applicable law, or

(2) Hiring a position for which information about criminal or arrest record, or a background check is required by law to be performed at a time or in a manner that would otherwise be prohibited by this ordinance, including a licensed trade or profession where the licensing authority explicitly authorizes or requires the inquiry in question.

To be exempt under sec. C.(1) or (2) above, Contractor must demonstrate to the City that there is a law or regulation that requires the hiring practice in question. If so, the contractor is exempt from this section for the position(s) in question.

30. **WEAPONS PROHIBITION.**
Contractor shall prohibit, and shall require its subcontractors to prohibit, its employees from carrying weapons, including concealed weapons, in the course of performance of work under this Contract, other than while at the Contractor's or subcontractor's own business premises. This requirement shall apply to vehicles used at any City work site and vehicles used to perform any work under this Contract, except vehicles that are an employee's "own motor vehicle" pursuant to Wis. Stat. sec. 175.60(15m).

31. **IT NETWORK CONNECTION POLICY.**
If this Contract includes software or technology services that require a Network Connection the City Network (as defined in the following link), the City's Network Connection Policy found at this link: www.cityofmadison.com/employeenet/documents/contracts/posNetworkConnection.docx is hereby incorporated and made a part of this Contract and Contractor agrees to comply with all of its requirements.

32. **AUTHORITY.**
Contractor represents that it has the authority to enter into this Contract. If the Contractor is not an individual, the person(s) signing on behalf of the Contractor represents and warrants that they have been duly authorized to bind the Contractor and sign this Contract on the Contractor's behalf.

33. **COUNTERPARTS, ELECTRONIC SIGNATURE AND DELIVERY.**
This Contract may be signed in counterparts, each of which shall be taken together as a whole to comprise a single document. Signatures on this Contract may be exchanged between the parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Contract may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Contract may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Contract, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the parties hereto have set their hands at Madison, Wisconsin.

CONTRACTOR:

_____
(Type or Print Name of Contracting Entity)

By: _____
(Signature)

_____
(Print Name and Title of Person Signing)

Date: _____

CITY OF MADISON, WISCONSIN
a municipal corporation:

By: _____
Satya Rhodes-Conway, Mayor

Date: _____

Approved:

_____
David P. Schmiedicke, Finance Director

Date: _____

By: _____
Lydia A. McComas, City Clerk

Date: _____

Approved as to Form:

_____
Eric T. Veum, Risk Manager

Date: _____

_____
Michael Haas, City Attorney

Date: _____

For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACTS SIGNED BY MAYOR/CLERK: Obtain contractor's signature first. Route this contract with all of its attachments for City signatures using Accela. Provide authorizing resolution and Certificate of Insurance as instructed in Accela.

NOTE: Certain service contracts may be executed by the designee of the Finance Director on behalf of the City of Madison:

By: _____
Mary Richards, Procurement Supervisor

Date: _____

MGO 4.26(3) and (5) authorize the Finance Director or designee to sign purchase of service contracts when all of the following apply:

(a) The funds are included in the approved City budget.
(b) An RFP or competitive process was used, or the Contract is exempt from competitive bidding by 4.26(4)(a) (contracts up to $75,000 in total or up to $75,000 per year for software and technology services are exempt).
(c) The City Attorney has approved the form of the Contract.
(d) The Contract complies with other laws, resolutions and ordinances.
(e) The Contract is for a period of 1 year or less, OR not more than 5 years AND the average cost is not more than $100,000 per year, AND was subject to competitive bidding when required by 4.26(4)(a). (If over $75,000 and exempt from bidding under 4.26(4)(a), regardless of duration, the Common Council must authorize the Contract by resolution and the Mayor and City Clerk must sign, per 4.26(5)(b).)

Emergency Service contracts may also be signed by the designee of the Finance Director if the requirements of MGO 4.26(3)(c) are met.

For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACT TO BE SIGNED BY FINANCE (PURCHASING):
Obtain contractor's signature first. Attach the contractor-signed contract with all attachments/exhibits and the certificate of insurance to the requisition in MUNIS.

Form A: Price Proposal and Signature Affidavit

RFP #: 15034-0-2026-BG

This form must be returned with your response.

PRICE PROPOSAL

Prepare your price proposal as follows:

- **All Inclusive** – Your price proposal must cover all direct and indirect necessary expenses including but not limited to; travel, telephone, copying, and other out-of-pocket expenses.

- **Not To Exceed** – The actual fees must not exceed the amount specified in your price proposal.

- **Fixed Fee** – All prices outlined in your proposal must remain fixed and valid for the entire length of the contract and any/all renewals.

- **Unit Pricing, where applicable** - For any given item, the quantity multiplied by the unit price establishes the extended price. If an apparent mistake exists in the extended price, the unit price will be used in the bid/proposal evaluation.

- **FOB (Free on Board) Destination Freight Prepaid and Allowed** – If goods are included, you are responsible for the cost of delivering all goods to our location, including handling, delivery, transportation, and insurance charges. Failure to bid FOB Destination Freight Prepaid and Allowed may disqualify your proposal.

- **Do not include sales tax in your proposal.** The City of Madison is exempt from federal excise taxes and State of Wisconsin taxes per section 77.54(9a) of the Wisconsin Statutes.
  - CES No. 008-1020421147-08
  - Wisconsin Department of Revenue Form S-211: https://www.cityofmadison.com/finance/purchasing/vendor-resources/letter-of-credit/wisconsin-department-of-revenue-form-s-211.

COMPANY NAME

Form A: Price Proposal and Signature Affidavit

RFP #: 15034-0-2026-BG

SIGNATURE AFFIDAVIT

Proposer's Certification:

By submitting this proposal, we certify that:

- This entire proposal, including the Price Proposal, has been developed independently and not in collusion with other proposers or anyone competing for the award of this RFP.
- We have not knowingly disclosed the contents of this proposal to any other proposer, anyone competing for the award of this RFP.
- We have not taken any action that would interfere with free competition on this RFP.
- We have not violated any laws in the submission of this proposal or participation this RFP.
- All information in this proposal is true and accurate to the best of our knowledge.

Agreement to comply with all terms of RFP: By submitting this proposal, we agree to comply with all of the terms, conditions, and specifications of this RFP, the sample contract, and any contract awarded under this RFP.

COMPANY NAME

SIGNATURE

DATE

NAME OF PERSON SIGNING

TITLE OF PERSON SIGNING

Form B: References

RFP #: 15034-0-2026-BG

This form must be returned with your response.

Please list three references that are **NOT** from the City of Madison. If you wish to highlight any additional work experience for the City of Madison, please list it on a separate page.

REFERENCE #1 – CLIENT INFORMATION	
ORGANIZATION/COMPANY NAME	PROJECT MANAGER
TELEPHONE NUMBER	EMAIL
PROJECT START DATE	PROJECT END DATE
PROJECT DESCRIPTION	

REFERENCE #2 – CLIENT INFORMATION	
ORGANIZATION/COMPANY NAME	PROJECT MANAGER
TELEPHONE NUMBER	EMAIL
PROJECT START DATE	PROJECT END DATE
PROJECT DESCRIPTION	

REFERENCE #3 – CLIENT INFORMATION	
ORGANIZATION/COMPANY NAME	PROJECT MANAGER
TELEPHONE NUMBER	EMAIL
PROJECT START DATE	PROJECT END DATE
PROJECT DESCRIPTION	

Form C: Vendor Profile

RFP #: 15034-0-2026-BG

This form must be returned with your response.

COMPANY INFORMATION

COMPANY NAME (Make sure to use your complete, legal company name.)			
FEIN	(If FEIN is not applicable, SSN collected upon award)		
CONTACT NAME (Able to answer questions about proposal.)	TITLE		
TELEPHONE NUMBER	EMAIL		
ADDRESS	CITY	STATE	ZIP

AFFIRMATIVE ACTION CONTACT

If the selected contractor employs 15 or more employees and does aggregate annual business with the City of $50,000 or more, the contractor will be required to file an Affirmative Action Plan and comply with the City of Madison Affirmative Action Ordinance, Section 39.02(9)(e), within thirty (30) days contract signature. Vendors who believe they are exempt based on number of employees or annual aggregate business must file a request for exemption. Link to information and applicable forms: https://www.cityofmadison.com/civil-rights/contract-compliance/affirmative-action-plan/vendors-suppliers

CONTACT NAME	TITLE		
TELEPHONE NUMBER	EMAIL		
ADDRESS	CITY	STATE	ZIP

ORDERS/BILLING CONTACT

Address where City purchase orders/contracts are to be mailed and person the department contacts concerning orders and billing.

CONTACT NAME	TITLE		
TELEPHONE NUMBER	EMAIL		
ADDRESS	CITY	STATE	ZIP

LOCAL VENDOR STATUS

The City of Madison has adopted a local preference purchasing policy granting a scoring preference to local suppliers. Only suppliers registered as of the bid's due date will receive preference. Learn more and register at the City of Madison website. https://www.cityofmadison.com/finance/purchasing/local-businesses/register-business/

CHECK ONLY ONE:

☐ **Yes,** we are a local vendor ***and*** have registered on the City of Madison website under the following category:_____

☐ **No,** we are not a local vendor or have not registered.

Exhibit 1a: Recent Development
Lower Badger Mill Creek Watershed

Legend

City of Madison Watershed Study Areas

Model Area

- Badger Mill Creek Sub Watersheds
- All other watersheds

- Areas outside City of Madison Limits

City of Madison Ponds and Greenways

Construction Year

- 1920 - 2020
- 2021 - 2025

Storm Sewer Pipes

Construction Year

- 1894 - 2020
- 2021 - 2025
- Unknown

Updated Model Points of Interest

- Developments to Review for Modeling

- Regional Ponds or other Points of Interest

Date: 5/18/2026

0 800 1,600 3,200 Feet

N

1555

Exhibit 1b: Recent Development
Upper Badger Mill Creek Watershed

Legend

City of Madison Watershed Study Areas

Model Area

- Badger Mill Creek Sub Watersheds
- All other watersheds

- Areas outside City of Madison Limits

City of Madison Ponds and Greenways

Construction Year

- 1920 - 2020
- 2021 - 2025

Storm Sewer Pipes

Construction Year

- 1894 - 2020
- 2021 - 2025
- Unknown

Updated Model Points of Interest

- Developments to Review for Modeling

- Regional Ponds or other Points of Interest

0 800 1,600 3,200 Feet

N

1556

Date: 5/18/2026

Exhibit 1c – Recent Badger Mill Creek Developments and modeling update plan

ID	Name	Notes
1	Pope Farm Estates	Development was in design/construction during the previous watershed study. The southern ponds in are included in the models. However please review topography and hydrology to ensure they match current conditions and update in existing conditions model
2	Fox Knoll	Development not previously modeled. Construction began in 2023. Add ponds, update hydrology, topography, and sewers in existing conditions models (assuming full residential lot build out). City received as-built pond certification and will provide plans.
3	Eagle Trace	Phase 1 of construction began in 2018. Subsequent phases of development were in design/construction during previous modeling effort. The area was included in the previous models as was planned at the time. However, topography, hydrology, and pond geometries shall be reviewed to determine if additional revisions are needed and models shall be updated accordingly. City will provide pond as-builts.
4	Westwind Plat	Development currently under construction (began in 2023). Not previously modeled in watershed study. Add ponds, update hydrology, topography, and sewers in existing conditions models assuming full residential lot buildout.
5	Herrling Property	Development in planning/design. City has draft stormwater management plans. Timeline of development is uncertain. Hired consultant shall plan to add designs to existing conditions models, but if the developer's design does not sufficiently proceed through the approval process in time, City may elect to not include it in the scope of this study.
6	Herrling Regional Pond	Regional Peak Detention Pond identified in 2003 Lower Badger Mill Creek Report (Facility PP2). City is planning to purchase land for the pond and has preliminary designs and sizing. City would like to confirm pond sizing and design as part of this study, to be added to proposed conditions modeling.
7	Birchwood Point	Plat construction began in 2018 and continued to 2024. Ponds and development were included in original model as planned for full build out, however, please review topography and hydrology and update models if needed. City will provide pond as-builts.
8	Thousand Oaks	Ponds were included in the previous models. However, hydrology should be reviewed to confirm it matches current conditions and updated in models as needed.
9	Acacia Ridge	Ongoing development began in 2019 and continued through 2026. Plat ponds were included in the previous models. Review modeled topography and hydrology to determine if they match full build out conditions and update models as needed.

10-13	Feathers Edge Pond System	Constructed regional ponds. Not previously modeled. Add to Existing Conditions Models. Identified in 2003 LBMC Report as Facilities EP5 and EP6
14	Unnamed	Regional Peak Detention Pond identified in 2023 LBMC Report as Facility EP7. Add to proposed conditions model.
15	UW Research Park 2 – Pioneer Addn	Development in design. City will provide design details to add to existing conditions models.
16	Mckenna and Pilgrim Storm Improvements	Storm sewer improvements constructed in 2025 Add to existing East Badger Mill Creek Models
17	Tanger Trail Storm Improvements	Storm sewer improvements were constructed in 2022. City will add to existing East Badger Mill Creek Models
18	Putnam and Stratford Storm Improvements	Storm sewer improvements were constructed in 2024. City will add to existing East Badger Mill Creek Models
19	Inflows from McKenna Greentree Model	New regional ponds identified near outlet of watershed from 2003 Lower Badger Mill Creek Report. Additional projects identified in McKenna Greentree Watershed Study. City will update models and provide inflows from existing and proposed conditions watershed models.
20	Hill Valley	Plat with ongoing development, will be approximately 40% complete in 2026. Will need to add completed design and constructed ponds to existing conditions models. Will need to update sub catchments, hydrology, and ponds/sewers. This includes the ponds identified in #21 and #22 below. Additional ponds currently completed preliminary design to be added as well (plat grading plan will be provided by City).
21	Hill Vally – Gigawatt Dr Ponds	Stormwater ponds were constructed in first phase of Hill Vally Plat. Will need to add to existing conditions models.
22	Hill Valley – Enchantment Rd Ponds	Ponds constructed in first phase of Hill Valley Plat will need to be added to existing conditions models.
23	Pioneer Pointe	Plat in the Town of Middleton Developed 2020-2022, update LBMC model to include new topography, ponds and land use. City will be requesting H&H model of the development to provide to consultant selected for this study.
24	Valley View Rd Crossing	Road is known to overtop during large events. City has evaluated potential solutions in the past but would like to look at potential sizing of infrastructure here and to the south for potential future road crossings as part of new development.
25	Outlet of Lower Badger Mill Creek Study Area	City is interested in understanding how development within watershed had impacted flows to Verona
26-27	Hawks Landing North Flood Mitigation West (26) and East (27) Ponds	Flood mitigation ponds constructed in 2023. City will provide as-built plans.
28	Mid-Town Rd Box Culvert	The City does not desire proposed improvements that would significantly increase the capacity of the Box Culvert as it would result in higher flows downstream of the City.

Exhibit 2: Data Provided by City

City of Madison PCSWMM Models, and GIS and Related Data for
2026 Badger Mill Creek Watershed Models Update

The following data are provided to the consultants for use in responding to the RFPs and developing watershed models under contract with the City. The consultant shall not use these data for any other purpose or share this data with anyone else.

The available data is not a complete dataset. The City is in process of updating and consolidating data. This document describes much of what is currently available. Updated data will be supplied to the consultant as it becomes available during the studies.

Data are stored in two locations.

1. Some can be downloaded from the City's Open Data (https://cityofmadison.maps.arcgis.com/home/index.html) portal via links shown with each dataset.
2. Others are only available via visiting the City's File Sharing (FTP) site (including the existing PCSWMM models). Link: https://sftp.cityofmadison.com:443/ui/#/syncplify/share?N=gSuDYkR8PaiVT5M7YhtbBk

Where applicable, data for other municipalities within the watersheds will need to be obtained from that municipality.

Existing Upper and Lower Badger Mill Creek Watershed Models

Existing PCSWMM models - to be used as the basis of this study are provided on the FTP Site at the following location: *FTP/PCSWMM_Models*

Subwatershed	PCSWMM Model location	Description
Upper Badger Mill Creek	*/UMBC_Watershed_Existing_Conditions.zip*	Packaged Upper Badger Mill Creek PCSWMM model input and output files for the 100-yr 24-hr storm event.
Lower Badger Mill Creek	*/Lower Badger Mill Creek SWMM-100yr.2D Cells.7z.001 through .003*	Packaged Lower Badger Mill Creek PCSWMM model input and output files for the 100-yr 24-hr storm event. This zip file was broken into three pieces to get under the FTP file sharing site upload limit. Files can be recombined using an applications such as 7zip. If the model cannot be downloaded and recombined successfully please send an email to rstenjem@cityofmadison.com with the subject line "Lower Badger Mill PCSWMM model request" with a file sharing link that can support an individual file size of at least 7.2 GB

City Ownership and Geo Data

City does have rest services available for some datasets: https://maps.cityofmadison.com/arcgis/rest/services/Public/

- **EngineeringOpenData.lyr** is also hosted as a rest service: *Public/OPEN_DATA_ENGR2*

- **City Owned_Draft.lyr** *(FTP/Watershed Studies Folder)*
    - Source File TaxParcels, definition query on property owned by various City of Madison agencies. Symbology based on ReportName1 field.

- **TaxParcels Feature Class** *(FTP/Geodata in FloodStudies_2026.gdb)* is hosted as an ArcGIS rest service here: https://maps.cityofmadison.com/arcgis/rest/services/Public/Property_Lookup/MapServer

- **Park_Land_polygons Feature Class** *(FTP/Geodata in FloodStudies_2026.gdb)*

- **Eng_Parks_MOU_Areas Feature Class** *(FTP/Geodata in FloodStudies_2026.gdb)*
    - Draft Memorandum of Understanding regarding public property that has multiple functionality as a combination of either right of way, park use or stormwater use.

Pond and Greenway Data

- **Pond_Greenway Feature Class** *(FTP/Geodata in FloodStudies_2026.gdb)*
    - Ponds and greenways polygons in layer as Type This includes official pond name, year built, node number, etc. The node number is how the City tracks pond data, therefore specific data is stored in folders titled per pond node. Parcel_owner of MAD-C generally identifies that this pond is under the jurisdiction of the City of Madison Engineering Division or Parks Division. Maintenance responsibilities and deed restrictions are generally noted, but require further investigation.
- **Pond As-Built Information**
    - Data can be retrieved from the City upon request as-needed when consultant is selected.

Watershed/Outfall Data

- **Subcatchments** *(FTP/Geodata in FloodStudies_2026.gdb)*
    - Subcatchments is the City's most up-to-date subcatchment basin information.This information can be dissolved to treatment basins, HH model watershed boundaries, and watershed boundaries. These recently were merged to drain to the first treatment device.
    - The City anticipates the Consultant will use the subcatchments previously delinated and used in the existing models, however, if consultant uses an alternate approach the newly delineated subcatchments will need to match existing subcatchments from adjoining watershed studies for the model.

- **Historic watershed studies/watershed information**
    - Final report from the Upper Badger Mill Creek Watershed Study can be found here: https://www.cityofmadison.com/engineering/projects/upper-badger-mill-creek-watershed-study
    - Final Report from the Lower Badger Mill Creek Watershed Study can be found here: https://www.cityofmadison.com/engineering/projects/lower-badger-mill-creek-watershed-study
    - *FTP/PreviousStudies.zip*
        - Includes watershed modeling reports for Upper and Lower Badger Mill Creek Completed by Earth Tech in 2001 and 2003 respectively

Storm Pipe and Structure Data

- **Storm_Pipes** *(FTP/Geodata/WatershedStudies_2026.gdb and downloadable as a shapefile on City of Madison Open Data website)*
    - Citywide Storm pipes are mapped by the City of Madison's mapping division. The invert data is based on as-built information. Due to an updated process in 2005, the City has the most confidence in data from 2005 forward.
        - The City Surveyors started using GPS (Global Positioning System- Survey Grade) to set Control for the 2005 construction Season. This system provided uniform elevations all over the City of Madison. Prior to 2005 Hydrants were used as benchmark elevations for projects; hydrant elevations came from a variety of sources and were inconsistent over the City.

        - The City is modifying its data per the schema that is downloadable from the Open Data portal. Based on available data, consultants may need to infer elevations or request survey for important locations within the modeled conveyance system.

- **Storm_Structures** *(FTP/Geodata/WatershedStudies_2026.gdb and downloadable as a shapefile on City of Madison Open Data website)*
    - Storm structures are mapped by the City of Madison's mapping division. The invert data is based on as-built information. Due to an updated process in 2005, the City has the most confidence in data from 2005 forward.
        - The City Surveyors started using GPS (Global Positioning System- Survey Grade) to set Control for the 2005 construction Season. This system provided uniform elevations all over the City of Madison. Prior to 2005 Hydrants were used as benchmark elevations for projects; hydrant elevations came from a variety of sources and were inconsistent over the City.

- **Storm_Pipes_Private** *(FTP/Geodata/WatershedStudies_2026.gdb)*
    - Citywide Data was mapped where private storm connects into the public storm sewer. This data is from parking lot construction plans from private development and does not always reflect what was built

- **Storm_Struct_Private** *(FTP/Geodata/WatershedStudies_2026.gdb)*
    - Citywide Data was mapped from parking lot construction plans from private development and does not always reflect what was built

STO_Modeling_Impervious (FTP/*Geodata/ FloodStudies_2026.gdb*)

- This citywide data was created in 2022 and represents the land cover and connectedness of impervious surfaces in the city based on 2020 aerial imagery

Aerial Photograph, DEM, Contours, LiDAR

- **2022 imagery** (and older images) hosted as an image server by Dane County here: https://dcimapapps.countyofdane.com/arcgisimg/rest/services

Flooding Data *(FTP/Geodata in Flood_Data.gdb)*

Feature Class Name	Description
FEMA_Reported_Aug20_Public	Public flood damage locations reported to FEMA. Codes: ○ A-Debris Removal ○ B- Emergency Protective Measures ○ C-Roads and Bridges ○ D-Water Control Facilities ○ E-Buildings and Equipment ○ F-Utilities ○ G-Parks, Recreation, Other
FEMA_CityDamage_Aug20	Public infrastructure damaged in the flood with repair reimbursements submitted to FEMA. Some overlap with FEMA public reported points.
OtherCollected_FloodPts_Aug20	Locations of issues received (emails/calls) by City Engineering staff as a result of the August 20, 2018 flood event (some overlap with FEMA reported points).
Official_Flood_Report_Pts	Locations of issues received via the City's online flood reporting form; date attached to feature class is the date that the data was pulled from the flood report form.

Feature Class Name	Description
Historic_FloodPts	Intersections, points, and areas that have been noted over the years as having some flood/drainage related issue; includes 911 calls from June 16, 2018 event; attribute data is variable
Operations_FloodPts	Locations generated from City of Madison Operations work orders and calls received requiring flood/drainage related maintenance issues over the years.
Priority_Inlets	City Engineering Operations priority inlets for maintenance.
BI_FloodPts_Aug20_Private	2-1-1 and Building Inspection collected private damage information from Aug 20th storm damage. BI used this data to create preliminary damage estimates based on FEMA's flood damage calculator.
Street_Flooding	Layer generated manually by looking at historic data points to determine streets that have had flooding issues, plus institutional knowledge.
Business_FloodPts_Aug20	Businesses that had direct impact on their properties from the August 20, 2018 flooding

MODELING GUIDANCE

Version 2024_01_28(DRAFT)

Version Revision	Purpose	Changes	Author
V2024_02_19	Issued round 7 RFP (Nine Springs, Pennito Creek)	Added Item 10.c. under "Modeling Parameters"	RSS
V2028_01_28	Updating for issuing Starkweather and Olbrich RFP to complete existing conditions modeling and develop solutions	Added item 14.e.i	RSS

Round 8 Watershed Studies

The City recognizes that an important aspect of modeling is professional judgement; and it will be up to the Consultant to appropriately define parameters, variables, and methodology. However, it is in the City's best interest to have relative uniformity amongst City models. This guidance document was developed to provide uniformity. Where inputs and assumptions differ from those outlined in this document, the Consultant will be expected to justify and document the differences and reasons for the differences.

The purpose of the watershed modeling is to construct planning-level models of the watershed to identify locations with significant conveyance system deficiencies. The identified solutions will be conceptual solutions, not design-level solutions.

City of Madison Flooding Level of Service Goals

1. 10-year design storm event:
    a. No surcharging onto the street for up to the 10-year design storm; water shall be contained within the pipes and structures.
        i. When using rain-on-grid hydrology, the goal is met if there is less than 0.25' of curb depth using the FHA method.
    b. There are locations within the City where low points exist that pond water; these low points are excluded from this goal and will be addressed as streets are redesigned.
    c. For locations limited by known inlet capacity, allow no more than 0.5 feet of water above storm sewer inlet rim.
2. 25-year design storm event:
    a. Street to remain passable for emergency vehicles during 25-year design storm.
        i. This is defined as no more than 0.5 feet of water on the centerline of the street for a length of 100-feet using the depth raster.
        ii. To define the centerline of street, the County's centerline data (Dane County SDE – GISdw.DCL.RoadCenterline) should be used.
    b. Note that the Watershed Study modeling approach will not explicitly account for cross flow conditions where more gutter flow on one side of the street can overtop the crown.
3. 100-year design storm event:
    a. No home or business will be flooded during the 100-year design storm.
        i. This is defined as no more than 0.5 feet of water at the 5-foot buffer around a structure.
    b. Enclosed depressions to be served to the 100-year design storm (which can include safe overland flow within street, easements, greenways or other public lands).
        i. For purposes of the watershed studies, enclosed depressions are defined as depressions in public right-of-way where stormwater needs to reach private property to overflow from the depression.
        ii. Solutions will also be developed for enclosed depressions where the stormwater collected is solely from private property. In these cases, the solutions may be

implemented thru public-private cooperation or solely by the private property owners.

   c. Greenway crossings at streets to be served to the 100-year design storm.
4. 500-year design storm event:
   a. Safely convey stormwater; i.e. limited impact on private property.
   b. Limited impact is defined as no more than 0.5 feet of water at the 5-foot buffer around a structure.
5. Provide flooding solutions that do not negatively impact downstream properties.

Due to the inherent variability and complexity of stormwater conveyance systems, it is understand it may not be practical to meet the above level of service goals in all areas of the City.

Guidance for Solutions

1. For the purpose of the watershed studies "deficiencies" in the system shall be defined as existing infrastructure, drainage capacity, or system limitations that fail to meet the goals stated in 1-5 above.
2. Watershed deficiencies will be reviewed, and solutions will be provided up to, the 100-yr design storm.
3. In areas where flooding occurs in events exceeding the 100-year storm, those areas will not be prioritized for engineering solutions, but will be identified in existing conditions model for 500-year event storms.
4. Proposed solutions will be identified for only the publicly owned drainage system.
5. Drainage issues that are private (water from the public infrastructure such as streets, greenways, ponds and/or easements is not the cause of the drainage issue) will not require modeling solutions but should be noted, where possible, in the existing conditions analysis so staff may work with property owners if necessary. (See Also Hydraulics section of Modeling Guidance for discussion on private system existing conditions modeling.)

Emergency Vehicle Allowable Flood Depths (email from Fleet on 5/12/2020)

1. SUVs – up to 6-inches
2. Large Trucks – up to 3-feet
3. Ambulances, vans, and pick-up trucks – between 6-inches and 3-feet

MODELING PARAMETERS:

Initial model parameters are the following items:

1. Include storm sewers and culvert segments for the trunk line drainage system and major conveyance to that system. Additional conveyance components may be included if felt necessary by the modeler to understand the conveyance system drainage.
2. Inlet capacity will not be included in the model. It is assumed that sufficient inlets are present accommodate stormwater. In areas where there is known chronic flooding that has been reported to Engineering, additional detail may be requested.
3. Incorporate significant existing storm water management facilities (public and private) into the model.
4. Subdivide provided outfall basins into smaller watersheds as needed in order to properly execute the model.
5. Coordinate System and Vertical Datum
   a. Horizontal Coordinate System: NAD 1983 HARN WISCRS Dane County Feet (WKID 103412).
   b. Vertical Datum: NAVD88 (pre 2007 adjustment) ft (City of Madison Datum + 845.6)
   c. Various data sources have different horizontal and vertical datums, check datum for each data source prior to use.
   d. When setting up PC-SWMM Models, the default coordinate system that looks like it matches the City's preferred coordinate system is not the same. PC-SWMM's default coordinate system is State Plane and the exact coordinate system the City uses is not in

PC-SWMM's database. To create a PC-SWMM model with the same coordinate system:

i. Open up a new, blank model.
ii. Add one of the City's shapefiles with the preferred coordinate system.
iii. Then, in PC-SWMM, select that coordinate system as the default.

6. Monitoring Data Time Zone: Different sources of monitoring data use different time zones. Also, some adjust for daylight savings time whereas others do not. When using the monitoring data, check both the time zone and if the data is adjusted for daylight savings time.
7. Monitoring Data Review: Familiarize yourself with the location of the monitoring gage at each site. Also, visit the monitoring site following a rain event to review the site conditions for things that would impact the measurements. For example, is there debris clogging anything?
8. Naming convention
    a. Names are limited to 20 characters where possible. Both PC-SWMM and XP-SWMM can take lengthy names but both indicate shorter is better for avoiding truncating names.
    b. Subcatchments:
        i. Begin with Subcatchments naming convention provided by the City in the Outfall Basin feature class.
            1. Add a three-digit designator to the end of the name, beginning with 000
            2. As subcatchments are subdivided, increase the added designator by 1.
            3. Example: ME04-A-0014-H *(Provided by City)* → ME04-A-0014-H-MAD-C-000 *(For the original basin)* → ME04-A-0014-H-001 *(For first subdivision)*
        ii. Final outfall basin feature class file, including supporting files used to compute runoff timing and volume parameters shall be part of the deliverables provided to the City of Madison.
        iii. Note first downstream stormwater control practice as attribute in subcatchment feature class.
    c. Structures and Junctions:
        i. Node (Junction/Storage/Outfall) names for existing structures shall retain the asset identification provided by the City.
        ii. Proposed Structure names are to be determined by the Consultant but shall be given a "logical" name that reflects general location, function, or other.
        iii. For junctions that need to be added that are storm sewer tees as constructed, use the downstream manhole / structure with "_01" added in increasing order moving from downstream to upstream. For example, the first junction added for a tee upstream of MI3350-001 would be MI3350-001_01
    d. Pipes:
        i. Conduit names for existing pipes shall retain the asset identification provided by the City, except that:
            1. The first two letters (i.e AE, IN, etc) can be removed
            2. Leads with an asset ID that takes up all 20 characters can be shortened to the corresponding assigned ID. For example, IN3350-032_AS3350-007_3350-001 can be changed to 3350-032_3350-001_001
        ii. Proposed Pipe names are to be determined by the Consultant but shall be named in a manner similar to the City pipe naming convention, which includes the upstream and downstream structure names.
    e. Channel/Street Flow Segments:
        i. Conduit names for drainage-ways shall be named in a manner that identifies the greenway segment it represents by Greenway Node Number and the distance from the upstream end. Example: GR7541-062_125 would represent a channel segment that begins 125 feet into the North Door Creek Greenway – Sprecher Road Section.
        ii. Conduit names for streets shall be named with "Rd_"[US_Node_Name]_[DS_Node_Name] and remove the first two letters in the node name similar to how pipes are named.
    f. Natural Channels:
        i. Natural channel transects shall be named with the same ID as the conduit name.
        ii. Street models as natural channels shall be named in a manner that is easily

identifiable for the street or street type it represents.

iii. A shapefile shall be created documenting where natural channel transects are cut.

g. Other SWMM Features (Weirs, orifices, etc)
   i. Other SWMM features shall have readily identifiable names corresponding to the type of feature they are trying to model. For example, an orifice for a detention pond should have an ID that is "<Detention Pond ID>_ORIF_01", keeping within a 20 character limit.

h. Ponds
   i. Use the pond name identifier from GT-Viewer combined with a common name. For example, the ponds at Odana Hills Golf Course would be "PD3461-001_OdanaHills"
   ii. Use abbreviation of name if unofficial full name creates a model name longer than 20 characters.

i. Non-City owned infrastructure
   i. Consultant may choose name if consistent naming convention is not created by entity that owns infrastructure
   ii. If Consultant chooses name, all infrastructure owned by another entity shall start with the same few characters. For example, DOT infrastructure could all start with "DOT-" or Fitchburg owned infrastructure could start with "Fit-"

9. Data Notation

The GIS data describing the conveyance system is not complete. In some instances the modeler will be able to make assumptions based on available data. In other locations, the data will require survey. The City is tracking the accuracy of the data with the ultimate goal of having a complete record.

When the modeling is creating the GIS data describing the structures and pipes, they shall create a new attribute in their GIS data and categorize the data as the following:

a. Structures:
   - Source_IE
   - Source_Rim

b. Pipes:
   - Source_ToIE
   - Source_FromIE

c. Private:
   - Notes

d. Source –enter Number and text in bold in attribute
   0. **Converted:** legacy EI's taken from the structure, all EI's received the structures outgoing EI by default when converted in 2020. *This does not mean this data is ****better***** than the survey data, if it looks suspect, you should investigate and try to clarify the source (especially for pre-2005 data, or structures/pipes within ponds/gwys)*
   1. **Survey:** Survey data (current)
   2. **AsBuilt >2004:** As-Builts (2005-present) since City used GPS-Survey Grade to set control improving consistency citywide
   3. **AsBuilt pre-2005:** As-Builts (pre-2005)
   4. **ConstPlan**: Construction plans
   5. **GTV**: GTV in-line text, no plans to support
   6. **Interpolate:** interpolated (saddled structure had inverts on either side and interpolated—should eventually be surveyed)
   7. **Inferred:** best guess, (can't get survey now or is pulled from LiDAR, but should eventually be surveyed)
   8. **No data:** Needs survey (searched and unable to find—should eventually be surveyed, but a higher priority)

e. When creating a model, Engineers will verify/update:
   i. Structures:
      - Source_IE
      - Source_Rim

- Project_No

ii. Pipes:
- Source_ToIE
- Source_FromIE
- Project_No

iii. Private:
- Notes
  - PLP_address
  - GTV
  - Survey (survey will need to confirm all fields)

10. Rainfall
    a. MSE4 24-hour Distribution and NOAA Atlas 14 Depths

Recurrence Interval (years)	Rainfall Depth (inches)
1	2.49
2	2.84
5	3.45
10	4.09
25	5.02
50	5.74
100	6.66
200	7.53
500	8.94

    b. Long-Duration Storm – Two 24-hour, 100-year MSE4 storm events with the time between peak rainfalls shorted from 24 hours to 12 hours.

    c. When using the MSE Rainfall distribution the timestep used for representing the distribution within the model shall be 0.1 hours (or 6 minutes).

11. Hydrology (SWMM Method with Horton Infiltration) (References: A, B, C, J, L)
- Parameters listed are default parameters and may need to be adjusted based on calibration data.

    a. Subcatchment Detail for Street Drainage
        i. Contributing area to the existing storm sewer system that is to be modeled (Determined on a watershed by watershed basis)
    b. SWMM Routing Parameters (if calibration is not available to adjust parameters)
        i. Percent Impervious:
            1. In areas where impervious areas are delineated:
                a. Use impervious/Pervious areas from City provided feature class.
            2. In areas where Impervious areas are not delineated:
                a. Use City provided WinSLAMM land use file and the "HowTo_CalculateCN" Document.
                b. Areas not delineated in City Provided WinSLAMM land use file shall defer to Dane County Land Use Map.
                c. Match WinSLAMM land uses with Dane County Land Use.
            3. Note: The City had a set of surface cover data built off the 2018 ortho image. The deliverables from Task 4 are the easiest to utilize in models. The impervious type is defined in a domain and to use it you may need to "Export a table to include domain descriptions and coded values"
        ii. DCIA
            1. In areas where impervious areas are delineated:
                a. Use impervious/Pervious areas from City provided feature class.

2. In areas where Impervious areas are not delineated:
    a. Reference WinSLAMM Standard Land Use DCIA Spreadsheet

iii. Width – Estimated based on subcatchment shape. Estimation methodology shall be documented.
A single width shall be calculated for the entire subcatchment and used for all three sub-areas.
It is expected Width is one of the first calibration parameters for peak flow.

iv. Slope – Computed manually or estimated based on LiDAR. Computation or estimation methodology shall be documented.

v. In XP-SWMM, each subcatchment is to be split into area of (1) DCIA, (2) non-DCIA, and (3) pervious area. Within the model, the non-DCIA shall be routed to the pervious area.

vi. In PC-SWMM, indicate the percent being routed to pervious in the subcatchment attribute.

c. Horton Infiltration

i. For typical urban pervious area (Based on range of values for different soil types, moisture conditions, and vegetation conditions found in Reference A):

HSG Group[a]	Max Infil. Rate (in/hr)	Min Infil. Rate (in/hr)	Decay Rate (1/hr)	Dry Days[b]	Maximum Infiltration Volume (in)
A	4.0	1.0	4.0	3.1	
B	2.0	0.5	4.0	4.4	
C	1.0	0.2	4.0	7.0	
D	0.5	0.1	4.0	9.9	
Water	0	0	0	0	

[a]For HSG listed as A/D, B/D, C/D, the default approach will be to assume the HSG associated with the lower infiltration rate (HSG D).
[b]Use equation 4-12, pg 99, SWMM Reference Manual Volume 1 – Hydrology (Revised), January 2016

ii. Impervious Manning's n – 0.016

iii. Pervious Manning's n – 0.20

iv. Depression Storage for Impervious – 0.05 inches

v. Depression Storage for Pervious – 0.15 inches

vi. Zero Depression Storage – 25 percent

vii. Factors for adjusting (L)
1. Forest – Multiply max and min infiltration rates by 2.
2. Farmland (row crops) – Multiply max and min infiltration rates by 1.2.
3. Farmland (close crops) - Multiply max and min infiltration rates by 1.8.
4. Other land uses – discuss with City staff

viii. Area-weight the Horton Infiltration parameters for each subcatchment based on the area of each soil type within a subcatchment. Remove impervious area from area-weighting.

ix. It is understood the NRCS/SCS updates the soil mapping at various times. The project teams will identify a date the soils data will be downloaded and that will be the data used for the duration of the project.

d. Evaporation: Turn off evaporation from calibration and design storm event runs.

12. Hydrology (SCS CN Hydrology – ONLY USE WHERE DESIGNATED BY CITY) (References B, K)

a. Runoff Curve number, Percent Impervious, Directly Connected impervious Area

i. In areas where impervious areas are delineated:
1. Use impervious/Pervious areas from City provided shapefile.
2. Impervious areas shall use a runoff curve number of 98.
3. Urban pervious areas that are mowed and maintained can assume the area is Open Space in good condition listed in Table 4-9 of Reference B.
4. All other pervious land uses shall match descriptions listed in Table 4-9 of Reference B.

5. Create a composite subbasin runoff curve number that incorporates both impervious and pervious areas.

ii. In areas where Impervious areas are not delineated:
1. Use City provided WinSLAMM land use file and the "HowTo_CalculateCN" Document.
2. Areas not delineated in City Provided WinSLAMM land use file shall defer to Dane County Land Use Map.
3. Match WinSLAMM land uses with Dane County Land Use and repeat item "i." of this section.
4. Impervious areas shall use a runoff curve number of 98.
5. Urban pervious areas that are mowed and maintained can assume Open Space in good condition listed in Table 4-9 of Reference B.
6. All other pervious land uses shall match descriptions listed in Table 4-9 of Reference B.
7. Create a composite subbasin runoff curve number that incorporates both impervious and pervious areas.

b. Routing Parameters
i. Width - In PC-SWMM only, Estimated based on subbasin shape. Estimation methodology shall be documented. It is expected that width is one of the first calibration parameters to be adjust for peak flow.
ii. Slope - In PC-SWMM only, computed manually or estimated based on LiDAR. Computation or estimation methodology shall be documented.
iii. Time of Concentration - In XP-SWMM only, calculate each watershed time of concentration based on equations listed in SCS Urban Hydrology for Small Watershed, 2nd Ed., (TR-55), June 1986 (Reference K). The max flow length for sheet flow is 75 feet in urban areas and 150 feet in agricultural/natural areas.
iv. In XP-SWMM and PC-SWMM, the percent impervious shall be zero and the composite runoff curve number shall incorporate impervious and pervious areas.

13. 1D Hydraulics (References: A, B, D, E, F, G)
- Dynamic mode with constant / variable timestep sufficient to model system accurately.
- Conduit lengthening shall not be used unless prior approval from City on reason.
- Parameters are default parameters and may need to be adjusted based on calibration data.
- This list is not intended to be exhaustive.

a. System to be Modeled
i. Public
1. Standard: Trunk line and major conveyance components to trunk line.
2. Process for Exceptions: Provide justification for conveyance components not included.
3. Use engineering judgement for inclusion of additional detail beyond this standard.

ii. Private
1. Standard: Not included
2. Process for requiring inclusion of private pipes:
a. Stormwater management detention facilities providing significant detention.
b. When necessary to understand the functioning of the public system. For example, the West Towne Mall parking lot drainage system.

iii. Greenways and major surface drainages
iv. Significant stormwater detention facilities (public and private).
1. Private systems may be simplified if serving a single site.
2. Provide justification for detention facilities not included.

b. Loss Coefficients (see drawing at end of document)
i. Entry
1. Culverts – Select Inlet Type based on the Help File or HEC-RAS Hydraulic

Reference Manual
2. Storm Sewer (internal at MHs) = 0.05
3. Storm Drainage Structures (MH) at 45 degree bend = 0.25
4. Storm Drainage Structures (MH) at 90 degree bend = 0.5
5. For culverts and entrances to storm sewer from an open channel or pond, both the energy loss coefficient and the inlet control (culvert code) shall be used.

ii. Exit
1. Culverts –
a. Exit closed conduit to open channel = 0.5
b. Exit closed conduit to lake or pond = 1.0
2. Storm Sewer (internal at MHs) = 0.05
3. Storm Drainage Structures (MH) at 45 degree bend = 0.25
4. Storm Drainage Structures (MH) at 90 degree bend = 0.5

c. Coefficient of Discharge
i. Weirs
1. Sharp Crested – 3.0
2. Roadway embankment – 2.6
3. Flatter overflow – Use engineering judgment
ii. Orifices
1. 0.6

d. Manning's n
i. Pipes
1. Concrete Pipe: 0.013
2. Other n values shall be chosen within generally acceptable ranges.
ii. Channels
1. Use Chow's Open Channel Hydraulics, Reference E
iii. Bank Flow, including developed urban areas
1. Use Chow's Open Channel Hydraulics, Reference E

e. Transect Placement and Modifiers
i. Splitting long open channels
1. Changes in cross section
2. Significant changes in slope and roughness
3. Overflow points
ii. Segment Lengths
iii. Channel Geometry
iv. Provide shapefile where natural channel transects are selected along with XS Identifier

f. Tailwater Conditions:
i. Lake Mendota: one foot over Summer Maximum
1. NGVD 29 Datum: 851.10
2. NAVD 88 (1991) Datum: 850.9
ii. Lake Monona: one foot over Summer Maximum
1. NGVD 29 Datum: 846.2
2. NAVD 88 (1991) Datum: 846.0
iii. Lake Wingra (100-year WSE): 848.0
iv. Yahara River between Lakes Mendota and Monona: TBD

g. Inlet Clogging Factors
i. Continuous Slopes
1. Street slope < 1% - 25% Clogging
2. Street slope >= 1% - No Clogging
ii. Sags – 50% Clogging

14. 2D Data (References: A, G, H, I)
a. Surface Roughness – The average Manning's n may vary by land cover / land use. Referencing TR-55, the following roughness can be used for sheet flow conditions. Choose

based on professional judgement and document in the report.

i. Impervious areas - 0.1
ii. Turf grass areas - 0.24
iii. Wooded – 0.4
iv. Prairie – 0.15
v. Other – reference TR-55

b. Channel Roughness - Where the 2D surface experiences channel flow, rather than sheet flow, utilize the Manning's n values for open channels
c. Impervious Area/Inactive Areas - The City had a set of surface cover data built off the 2018 ortho image. The deliverables from Task 4 are the easiest to utilize in models. The impervious type is defined in a domain and to use it you may need to "Export a table to include domain descriptions and coded values"
    i. Average the roughness within the ROW based impervious and pervious area.
d. Blocked Obstructions – enter roofs as Inactive Areas in XP-SWMM and Obstructions in PC-SWMM
    i. Non-residential – use City impervious area data for roofs
    ii. Residential – use Dane County roof layer
e. Grid cell/mesh size: Use size that balances model run time and sufficient 2D overland flow detail.
    i. Consultant shall confer with City prior to utilizing a variable grid mesh size. City does not currently have an XPSWMM license that supports that capability.
f. Grid/mesh orientation: Where possible, align grid/mesh with major channel flow direction. If not practical, then use orientation that minimizes run time.

15. Rain-on-Grid Analysis (Do not use without discussion with City)
    a. Hydrology

    For a full study area Rain-on-Grid model, no nodes or pipes should be active within the Runoff Mode.

    i. Rainfall - All runoff is generated using Rainfall / Flow Area layers. Individual layers shall be created for each rainfall event, with only the applicable one active during each scenario. Rainfall distributions stated above in Section 9 shall be used.
    ii. Landuse – Layers for the following land uses must be created: Buildings, Impervious, Turf Grass, Wooded, Prairie, Water and any other applicable layers. Land use layers for Turf Grass, Wooded, Prairie, and any other pervious land coverage, shall be additionally divided up into Hydrologic Soil Groups A, B, C, and D. These layers should cover the entire study area. Under the Land use data tab, inputs for Manning's Roughness, Rainfall Abstraction, and Infiltration must be completed.
        1. Manning's Roughness:
            a. Buildings – Variable roughness must be used. A Depth-Roughness relationship as follows is appropriate:

Depth (ft)	Roughness
0.00	0.01
0.30	0.01
0.31	0.1
10.0	0.3

            b. Impervious – A constant roughness of 0.016
            c. Turf Grass, Prairie, Wooded, and other Pervious – Variable roughness must be used to account for sheet flow at low flow depths. The consultant shall use roughness coefficients stated above in Sections 10.c and 12.a to develop these roughness curves.
            d. Water – A constant roughness of 0.01.
        2. Rainfall Abstraction:
            a. Buildings and Impervious – Initial Abstraction of 0.04 inches (XP-

SWMM Default). Continuing loss should remain 0.0.
    b. Pervious - This shall remain unchecked, as Initial and Continuing losses will be accounted for via the Horton Infiltration parameters.
3. Infiltration:
    a. Buildings and Impervious – This shall remain unchecked
    b. Pervious – Horton Infiltration as described above in Section 10.c shall be created for each pervious land use layer.

b. 2D Model Settings
    i. Grid extent shall cover the entire study area.
    ii. Default area type shall be set to Active Area. There should not be any inactive areas within the model.
    iii. Default land use should be set to one of the pervious layers (suggested to use layer with largest total area). However, this should not have any impact on the modeling if there is full coverage of land use layers.
    iv. Head boundaries shall be set anywhere where surface flow is able to leave the study area.
c. 1D Model Network
    i. The 1D storm sewer network shall be extensive enough to include enough inlets throughout the watershed so that surface water can adequately pass from the 2D surface into the 1D model. Multiple inlets at the same location may be combined to a single node. Inlets either side of the street shall remain separate nodes.
    ii. Each inlet node must have Link Spill Crest to 2D checked. Each culvert inlet/outlet must have Link Invert to 2D checked. If calibration shows not enough flow is entering each inlet node, Spill Crest elevations may be lowered below the 2D cell elevation (0.5 ft is an acceptable initial lowering value)
d. 1D/2D Interface Lines at Intersections
    i. In steeper watersheds, the water on the grid may not enter the pipe due to the limitations of the xp2d grid module. Pipes should be reviewed after a simulation for this occurrence. Where this occurs, add 1D/2D interface lines to connect the flow at appropriate intersections to the 1D node.

16. Suggested Proposed Solutions Organization
    a. The Proposed Solutions simulations should be set up in the following way (unless discussed with City staff first). The purpose is to have a model with just the proposed storm sewer improvements, just the regional improvements, and then both.
        i. Add the proposed storm sewer to the Existing Conditions Model as a Scenario.
        ii. Once complete, save the model file with a new name. Add the regional solutions in the Base Scenario, keeping the proposed storm sewer as a scenario.

17. Non-Modeling Data
    a. When utilizing XP-SWMM, provide attributed describing the source of data in the representative GIS feature classes
    b. When utilizing PC-SWMM, also add attributes to the entities describing their data sources.

18. Solutions
    a. Analysis – what are the underlying causes of flooding in:
        i. Areas reported in the “Flood Download” from City staff
        ii. Other flooded areas in the modeling not identified in the “Flood Download”
            1. If more than 10 total areas, work with City staff to prioritize locations to evaluate
        iii. City to identify suggested solutions and provide to Consultant for consideration
        iv. Consultant to identify solutions independently and take lead on overall solutions for watershed
    b. Prioritize Solutions
        i. Property Damage
        ii. Major arterials where emergency vehicles cannot get through

iii. More criteria - TBD

c. Displaying solutions/Order of solutions
   i. Show each solution independently and then combined
   ii. Order
      1. Property/pipe owned by Stormwater Utility
      2. Pipe size needed to solve remainder of issues
      3. Other public properties
         a. Janet will provide areas where there are non-starters in Parks
      4. Private properties
   iii. Show structures removed from the 100-yr event
      1. Intersect the flood raster with the building outlines
      2. Buffer buildings by 5-feet to account for in accuracies of building footprint layer
      3. Any building outline that intersects the buildings is considered "flooded" if depth of intersection is 6 inches or greater.

d. In SWU-owned land all proposed grading must have the following conditions for maintenance access:
   i. be offset from the property line on 1 side by 15 feet (parallel to channel flow, from Pond access to pond outlet)
      1. Shall be extended to reach all priority inlets or sanitary access structures within greenway
   ii. All proposed berms must be 10 feet wide @ top of berm
   iii. Slopes no steeper than 4:1

e. Overlay TIP map with inundation mapping to understand where immediate future project opportunities are

f. Freeboard – City does not have a minimum freeboard requirement

g. Properties adjacent to greenway and new greenway crossings – Current ordinance states property low building opening must be 4' above invert of downstream greenway street structure crossing. Therefore, may need to make structures wider, instead of deeper, to not flood upstream properties

19. Water that overflows Watershed Study Boundaries
   a. There may be locations along a watershed study boundary where water overflows that boundary and enters an adjacent watershed. When this occurs
      i. 2D outflow boundaries should be drawn in the locations to allow the water to leave the model as it would normally.
      ii. A 2D flow recording line should be added in this location, just upstream of the 2D outflow boundary.
      iii. The model should be run for all design storm events.
         1. If flow is found to be significant, hydrographs should be exported from the model and provided to the City Project Manager so they can be inserted into the adjacent watershed study model.
         2. If flow is not found to be significant, the flow can be ignored.
      iv. The watershed should report should include a section showing the locations of the overflow. Text and tables in the report should briefly describe the magnitude of the overflow and the duration.

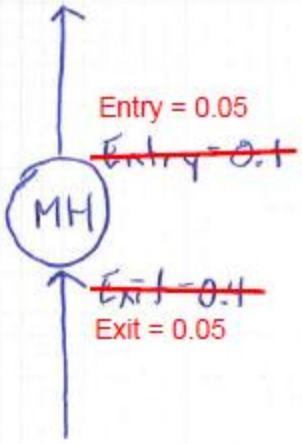
REFERENCES

A. Model Help Files and User Forums
B. Storm Water Management Model version 5.1 User's Manual. (Available at: https://www.epa.gov/water-research/storm-water-management-model-swmm-version-51-users-manual)
C. SWMM reference manual volume I – hydrology (Available at: https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockey=P100NYRA.txt)

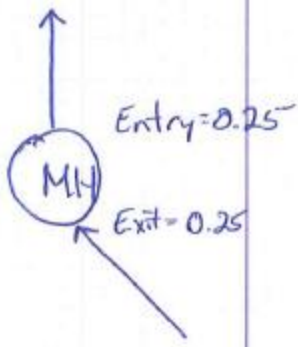
D. SWMM reference manual volume volume II – hydraulics (Available at: https://nepis.epa.gov/Exe/ZyPDF.cgi/P100S9AS.PDF?Dockey=P100S9AS.PDF)
E. Chow, Open Channel Hydraulics, 1959
F. HEC-RAS Hydraulic Reference Manual. (Available at: https://www.hec.usace.army.mil/software/hec-ras/documentation/HEC-RAS%205.0%20Reference%20Manual.pdf)
G. ASCE Two-Dimensional Modeling Using HEC-RAS, Lecture 8 – Troubleshooting and Reviewing, Page 31; 2017.
H. Australian Rainfall & Runoff Revision Projects, Project 15: Two Dimensional Modeling in Urban and Rural Floodplains, November 2012.
I. FLO-2D Reference Manual, FLO-2D Software, 2012.
J. ASCE Manual of Engineering Practice No 28.
K. SCS Urban Hydrology for Small Watershed, 2nd Ed., (TR-55), June 1986
L. Found during calibration in the Pheasant Branch Watershed. Area underlain with Prairie du Chein geology. Areas with other geology will need to select appropriate multipliers.

References/Notes

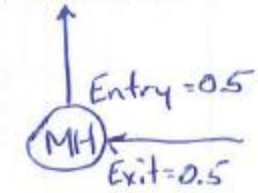
Straight-Through Manhole



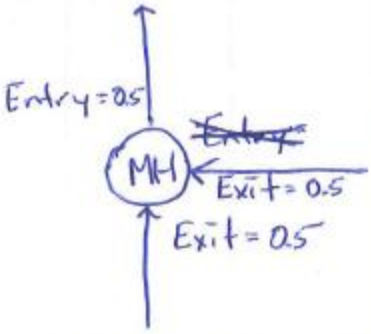
45° Bend Manhole



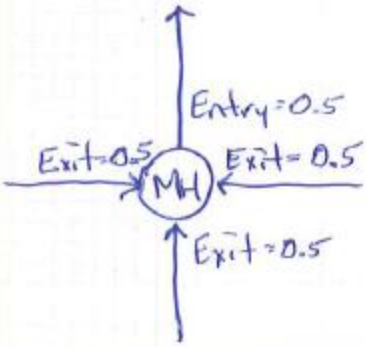
90° Bend Manhole

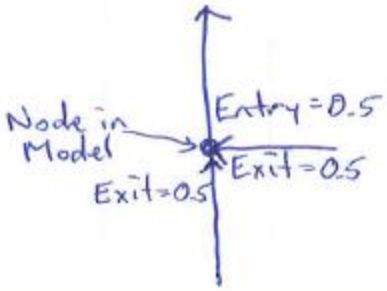


TEE Manhole



TEE (No Manhole)





Finance Department

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Purchasing Services

DATE: Wednesday, June 3rd, 2026

RE: **ADDENDUM** 1
15034-0-2026-BG
Badger Mill Creek Watershed Study

Notice to All Bidders:

Please note the following responses to the questions received:

Question 1: Could the City provide examples of PFCI (Peak Flow Control Infrastructure) that have been used to date for flood mitigation?

Answer 1: Typically, these have been improvements to replace or upsize existing City infrastructure such as proposed larger storm sewer pipes or greenway/channel conveyance improvements. These improvements are usually located within existing right of way or city owned lands, but staff is always open to brainstorming additional solutions for consideration. Examples can be found in previously completed watershed study reports located on their respective watershed study pages. (https://www.cityofmadison.com/flooding/city-initiatives/watershed-studies). Additionally, shapefiles from the City's database of proposed improvements identified from watershed studies is included at the FTP Link: https://sftp.cityofmadison.com:443/ui/#/syncplify/share?N=aFywVDgbyuLk5daVEPGW67

Question 2: Are the models in 1D or 2D?

Answer 2: The existing PCSWMM models are combined 1D/2D models. Most overland flow (including channels and greenways) and large ponds are represented in the 2D domain in PCSWMM. Engineering has the objective of representing most of the surface inundation within the 2D domain to allow for easy sharing of mapping with residents, but exceptions are made in some areas to improve model stability and reduce model run times.

Question 3: What is the acreage and grid cell resolution of the PCSWMM models?

Answer 3: The PCSWMM models use a variable grid cell layout in the models with most of the watershed represented with PCSWMM's standard hexagonal grid cell shape. Resolution within the models does vary with higher levels of resolution where it is needed to best represent potential street and structure flooding. The grid spacing is generally 10-ft within the areas of highest resolution and about 20-ft in lower resolution areas. Engineering would generally like to maintain this level of resolution as it is similar to what has been done throughout the rest of the City.

Question 4: For Task 4 will there still be two separate models for the two watersheds?

Answer 4: Yes, the City anticipates that due to the limitations of PCSWMM the watersheds will have separate models for "Existing Conditions" and "Proposed Conditions"

Question 5: Are the task meetings the same as the monthly progress meetings or separate?

Answer 5: For the sake of planning and budgeting task meetings may be combined with the monthly progress

meetings. The City finds that specific task meetings often take much longer than regular progress update meetings.

Question 6: Is the racial equity and social justice portion only geared towards public and stakeholder engagement or also to the modeling results/weighting?

Answer 6: The intent is to have proposers describe how racial equity and social justice may guide all parts of the project decision making and process.

Question 7: Who will be on the selection committee?

Answer 7: City Purchasing policy is to not disclose specific members of the selection committee. The team includes two members from the Engineering Division and one member from the Planning Division.

Question 8: Will outside stakeholders be included? County, DNR, others?

Answer 8: Depending on the projects that are identified the City may engage with outside stakeholders such as friends groups, groups of residents, or others interested in the potential project once potential projects are identified. The City will generally assist in identifying and coordinating with the stakeholders.

Question 9: Is there a cost proposal format to use?

Answer 9: Yes, please use the Form A: Price Proposal excel spreadsheet. The spreadsheet can be found on both VendorNet and DemandStar.

Question 10: Can you provide the name of the project manager for the City?

Answer 10: Phil Gaebler will be managing the project for the City.

Question 11: The City has impervious area data for developments through 2020. Will the City be able to provide site plans for full development, to account for very recent construction that is not visible or under construction on aerial imagery?

Answer 11: The City will provide information for recent developments during the project at the request of the selected consultant. This may include pdf site plans, stormwater reports, and other documentation provided to Engineering by developers as part of the plat approval or permitting process.

Question 12: Does the City have the CAD files used to update the DEM with existing ponds? Updating the model with more recent LiDAR will require modifying the new DEM in the same manner. Using the CAD files is not the only path forward but would like to consider all options.

Answer 12: The city does have as-built CAD files of all accepted ponds for recent development. For ponds not formally accepted the City will provide the best available information, which may be PDF or CAD grading plans.

Question 13: Is the City amenable to changing the existing grid cell size to improve model run times?

Answer 13: Yes, the City is willing to consider changing the grid size to improve run times. However, the City would still like to maintain a 10-15 ft grid spacing size to represent inundation in streets and around structures.

Question 14: The RFP indicates that the City has water level monitoring data for sites within the study area. Can the City provide this data prior to the RFP deadline?

Answer 14: Yes, all data is being collected by the USGS and publicly available through https://waterdata.usgs.gov/. Data can also be obtained from the National Water Dashboard (https://dashboard.waterdata.usgs.gov/app/nwd/en/), or the City of Madison USGS Dashboard (https://geonarrative.usgs.gov/madisonflooding/). Specific locations and links are provided below as well.

Location	Monitoring	Link
Feather's Edge Ponds (at Blue Harvest Lane)	Channel Level and Precipitation	https://waterdata.usgs.gov/monitoring-location/USGS-430219089335301/#period=P7D&dataTypeId=continuous-00065-0&showMedian=true&showFieldMeasurements=true
Upper Badger Mill Creek Ponds (@Nesbit Rd)	Pond Stage, Downstream Channel Stage, and Precipitation	https://waterdata.usgs.gov/monitoring-location/USGS-05435935/#period=P7D&dataTypeId=continuous-00045-0&showMedian=true&showFieldMeasurements=true

Please direct any other questions to the Purchasing contact person below.

Brittany Garcia
City of Madison Purchasing Services
PH: (608) 243-0529
bgarcia@cityofmadison.com

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94181

File ID:	94181	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	13375 Disposal - 50 Foot Remnant Strip to Dane Co Airport			**Final Action:**	
Title:	Authorizing the City's transfer and conveyance of a certain portion of a 50-foot-wide strip of remnant lands to Dane County. (District 18)				
Notes:					
Sponsors:	Satya V. Rhodes-Conway			**Effective Date:**	
Attachments:	Exhibit Map A.pdf, Vicinity Map.pdf, City Letter DCRA Land Transfer.pdf			**Enactment Number:**	
Author:	Andy Miller, Real Estate Specialist			**Hearing Date:**	
Entered by:	cklawiter@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Economic Development Division	07/28/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Board of Public Works (8/5/26), Plan Commission (8/10/26), Common Council (9/8/26)

Text of Legislative File 94181

Fiscal Note

The proposed resolution conveys a 50-foot strip of land to Dane County that was excluded from the 1974 conveyance of propoerty now known as Dane County Regional Airport. The land in question was excluded form the original conveyance of the land and has not been used and is not needed by the City. The land will be conveyed to the County for $1. No additional appropriation is needed to achieve the purpose of this resolution.

Title

Authorizing the City's transfer and conveyance of a certain portion of a 50-foot-wide strip of remnant lands to Dane County. (District 18)

Body

WHEREAS, in 1974 the City of Madison ("City") conveyed the property now known as Dane County Regional Airport ("Airport") to Dane County ("County") via Quit Claim Deed per Document No 1416749; and

WHEREAS, a 50-foot-wide strip of City-owned remnant land within the western Airport boundary adjacent to current and previous railroad lands ("Remnant Strip") appears to have been omitted from the 1974 conveyance and remains titled to the City, as depicted on the attached Vicinity Map and Exhibit Map A. Since 1974, portions of the Remnant Strip have been developed by the County with Airport facilities and the City has not exercised any control of these lands; and

WHEREAS, Dane County is planning to construct an expansion of the Airport's long-term surface parking lot north of Darwin Road and west of International Drive ("Project"). During the planning of the Project, the County discovered the legal existence of the Remnant Strip and brought it to the City's attention; and

WHEREAS, a portion of the Remnant Strip lies within the limits of the Project and is now desired by the County for the planned expansion of parking to serve the Airport, with said portion legally described and depicted in attached Exhibit Map A; and

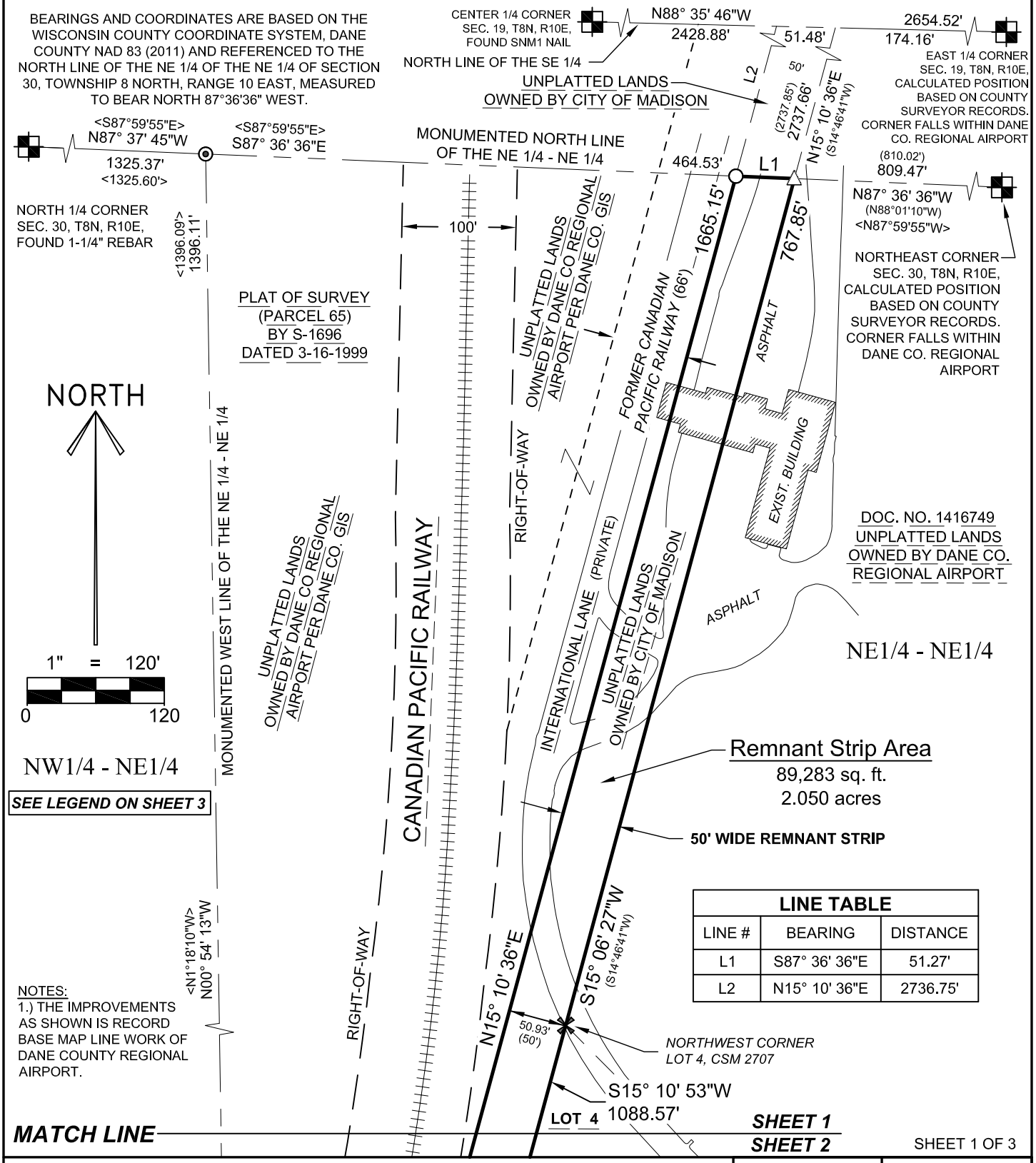
WHEREAS, in consultation with the Mayor, City Engineering staff have determined that the Remnant Strip has not been used and is not needed for City purposes and recommend that it be conveyed for One Dollar ($1.00) to the County to correct the apparent title omission and to support the Airport Project.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are authorized to execute and record a Quit Claim Deed conveying the Remnant Strip to the County, as legally described and depicted in the attached Exhibit Map A.

BE IT FURTHER RESOLVED that the City's Common Council hereby authorizes the Mayor and City Clerk to take any further action required to accomplish the purpose of this resolution in a form approved by the City Attorney.

EXHIBIT MAP A

of a part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 30, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin.



LINE TABLE		
LINE #	BEARING	DISTANCE
L1	S87° 36' 36"E	51.27'
L2	N15° 10' 36"E	2736.75'

NOTES:
1.) THE IMPROVEMENTS AS SHOWN IS RECORD BASE MAP LINE WORK OF DANE COUNTY REGIONAL AIRPORT.

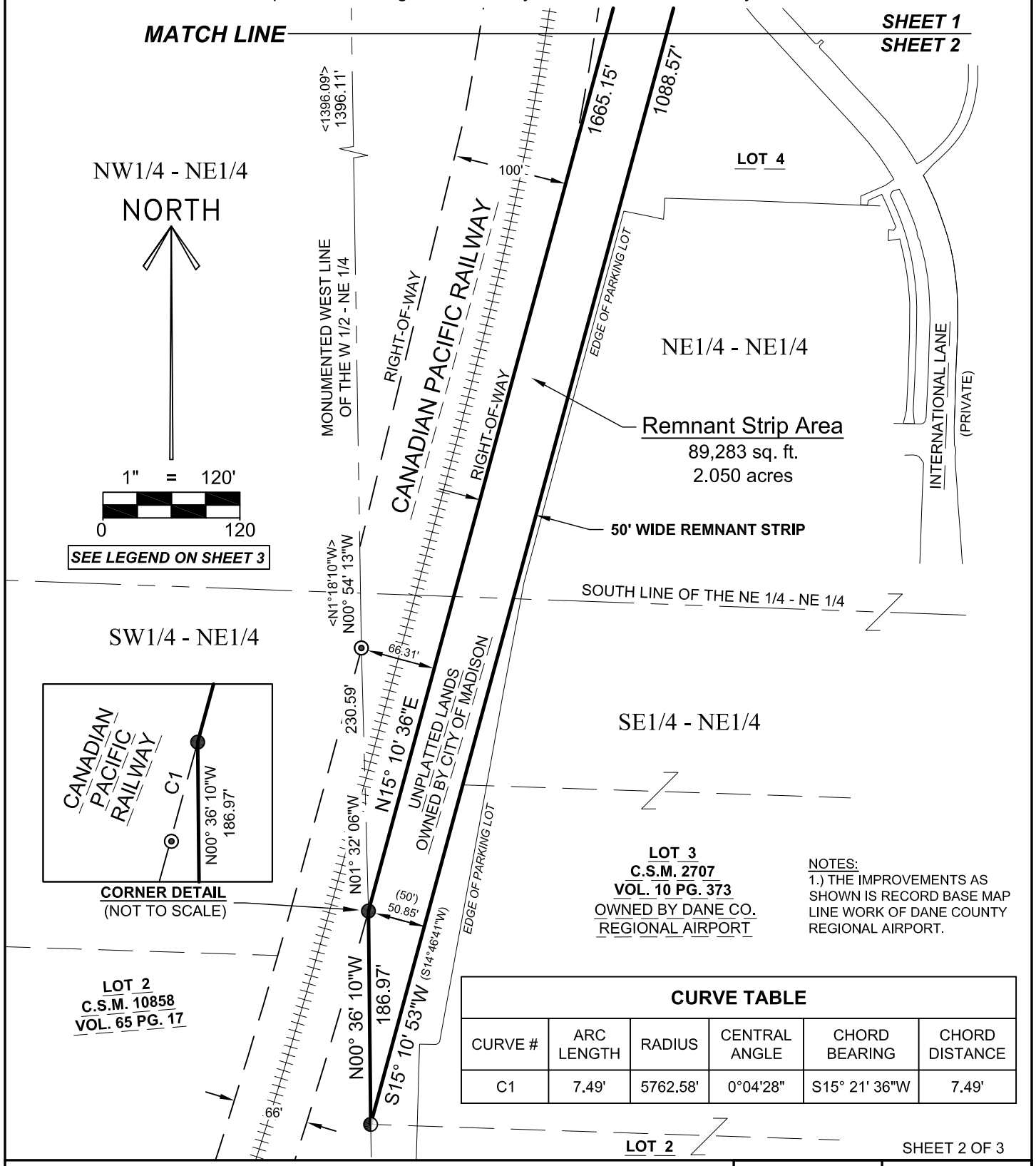
SHEET 1 OF 3

RIVERSIDE LAND SURVEYING LLC
5310 WILLOW STREET, WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894
email - mail@riversidelandsurveying.com

DRAWN BY S.M.H.	FIELD WORK JULY 10, 2026
CHECKED BY N.J.W.	PROJECT NO. 4799
PREPARED FOR:	MEAD & HUNT

EXHIBIT MAP A

of a part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 30, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin.



CURVE TABLE

CURVE #	ARC LENGTH	RADIUS	CENTRAL ANGLE	CHORD BEARING	CHORD DISTANCE
C1	7.49'	5762.58'	0°04'28"	S15° 21' 36"W	7.49'

SHEET 2 OF 3

RIVERSIDE LAND SURVEYING LLC
5310 WILLOW STREET, WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894
email - mail@riversidelandsurveying.com

DRAWN BY S.M.H.	FIELD WORK JULY 10, 2026
CHECKED BY N.J.W.	PROJECT NO. 4799
PREPARED FOR:	MEAD & HUNT

EXHIBIT MAP A

of a part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 30, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin.

LEGEND	
⊙	- FOUND 3/4" REBAR
◐	- FOUND 1" O.D. IRON PIPE
●	- FOUND 1-1/4" O.D. IRON PIPE
✕	- FOUND 'X' IN CONCRETE
○	- SET 1-1/4" O.D. x 24" IRON PIPE WEIGHING 1.68 LBS/LIN. FT.
△	- SET MAG NAIL
( )	- RECORDED BEARING/LENGTH
< >	- BEARING/LENGTH PER FILED SURVEYS

LEGAL DESCRIPTION FOR 50' WIDE REMNANT STRIP LYING WITHIN SECTION 30

A part of the Northeast 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 30, Township 8 North, Range 10 East, City of Madison, Dane County, Wisconsin, described as follows:

Commencing at the Northeast corner of said Section 30; Thence North 87°36'36" West along the monumented North line of said Northeast 1/4 of the Northeast 1/4, 809.47 feet to a Westerly line of a parcel of land described in Document No. 1416749 and the point of beginning; Thence South 15°06'27" West along said Westerly line, 767.85 feet to the Northwest corner of Lot 4 of Certified Survey Map No. 2707 recorded in Volume 10 of Certified Survey Maps on page 373; Thence South 15°10'53" West along said West line, 1088.57 feet to the monumented West line of the West 1/2 of said Northeast 1/4; Thence North 00°36'10" West along said monumented West line, 186.97 feet to the East right-of-way line of the Canadian Pacific Railway; Thence North 15°10'36" East along said East right-of-way line and Northerly extension thereof, 1665.15 feet to said monumented North line of the Northeast 1/4 of the Northeast 1/4; Thence South 87°36'36" East along said monumented North line, 51.27 feet to the point of beginning.

The above described parcel contains 89,283 square feet or 2.050 acres, more or less;

Said remnant strip is subject to all easements, restrictions and right-of-ways of record.

RIVERSIDE LAND SURVEYING LLC
5310 WILLOW STREET, WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894
email - mail@riversidelandsurveying.com

DRAWN BY S.M.H.	FIELD WORK JULY 10, 2026
CHECKED BY N.J.W.	PROJECT NO. 4799
PREPARED FOR:	MEAD & HUNT

19

20

30

20

BALANCE OF STRIP TO BE CONVEYED AT A LATER DATE

PORTION OF 50' STRIP TO BE CONVEYED FOR PARKING EXPANSION PROJECT

SURFACE PARKING AREA EXISTING AND INCLUDING AREA FOR EXPANSION

CANADIAN PACIFIC RR

RR ACQUIRED BY SPECIAL WARRANTY DEED DOC 4274492 DANE COUNTY TO SOO LINE RAILROAD COMPANY JAN 25, 2007

RESERVED FOR FUTURE STS, HWYS AND PKWYS

DRAINAGE EASEMENT DOC 1416749

DRAINAGE EASEMENT & TRANSPORTATION CORRIDOR DOC 3058867

VACATED INTERNATIONAL LANE DOC 3058867

JAMES F. TAFF SUBDIVISION

DOVETAIL SUBDIVISION

DENNIS DR

LARRY LN

ESTUARY LN

FELDSTONE LN

WHEELER RD

PACKERS AVE

EXPRESS DR

DOVETAIL DR

BAHLER CT

GOVERNMENT RD

TENNYSON LN

SCOTT LN

BROWNING RD

DARWIN RD

INTERNATIONAL LN

WEST

PARK WEST

CTH "CV"

MESSERSCHMIDT RD

DANE COUNTY REGIONAL AIRPORT TRUAX FIELD

1584

Office of the Mayor
Satya Rhodes-Conway, Mayor
City-County Building, Room 403
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4611 | Fax: (608) 267-8671
mayor@cityofmadison.com
cityofmadison.com

July 9, 2026

Mark Papko, Director
Dane County Regional Airport
4000 International Lane
Madison, WI 53704

Re: Intent to Convey Remnant Airport Lands to Dane County

Dear Mr. Papko,

As you know, DCRA and the City of Madison have been in discussions about conveying a 50-foot-wide remnant strip of land within the western airport property adjacent to the eastern side of the existing and former railroad right of way that now bisects the airport lands. The 50-foot-wide remnant strip was excluded from the 1974 conveyance of the Airport from the City of Madison to Dane County. A map of the strip is attached for reference.

An application for review and approval by the City of Madison has been made recently by Dane County Airport Planning and Development for the expansion of the Airport's Long term surface parking lot. A portion of the 50-foot-wide strip lies within the limits of the proposed project and a conveyance to Dane County of that area of the strip within the expanded parking lot is logical currently.

I am writing to express my intent to introduce a resolution to the Madison Common Council to convey the 50-foot-wide strip to DCRA. This resolution would propose to convey the portion of the land lying within the proposed expansion area for long-term parking that is being considered currently. The resolution would not pursue compensation for this action. The balance of the land would be considered with the context of airport master planning in the future as part of a larger conversation about planning in the Airport area.

Ultimately, the Madison Common Council must vote to take action on this resolution before the conveyances can be made. I anticipate introducing the resolution to the Council on August 4, 2026 with final action anticipated for September 8th, 2026.

Please contact Jeff Quamme in City Engineering at jrquamme@cityofmadison.com with any questions.

Sincerely,

Satya Rhodes-Conway
Mayor

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94187

File ID:	94187	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Authorizing electric service agreements for the purchase of backup generation service with Madison Gas & Electric Company, including the installation of a standby generator, on Madison Water Utility facility sites			**Final Action:**	

Title: Authorizing electric service agreements for the purchase of backup generation service with Madison Gas & Electric Company, including the installation of a standby generator, on Madison Water Utility facility sites

Notes:

Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo - Generator Agreement Authorization for MGEMWU.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	07/28/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Water Utility Board (8/25/26), Common Council (9/8/26)

Text of Legislative File 94187

Fiscal Note
Fiscal Note Pending.

Title
Authorizing electric service agreements for the purchase of backup generation service with Madison Gas & Electric Company, including the installation of a standby generator, on Madison Water Utility facility sites

Body
WHEREAS, Madison Gas & Electric Company (MGE) and Madison Water Utility (MWU) have

entered into electric service agreements that provide MGE-owned standby electric generators at various MWU facilities, a program which is subject to Wisconsin Public Service Commission (PSC) oversight through MGE's Backup Generation Service (BGS) tariff; AND,

WHEREAS, MGE has another standby generator available to MWU for backup power and additional reliability, and future generators may also be offered by MGE under the BGS tariff for similar purposes; AND,

WHEREAS, standby generators at MWU facilities offer improved system reliability; AND,

WHEREAS, these electric service agreements result in reduced costs for MWU compared to the costs that MWU would otherwise need to account for to outright own, operate, and maintain their own generator at any given facility.

NOW, THEREFORE BE IT RESOLVED, that the Madison Water Utility (MWU) General Manager is authorized to enter into electric service agreements for the purchase of backup generation service with MGE, including the installation of standby generators, at MWU facilities, in a format as required by the PSC and as approved by the City Attorney.

BE IT FURTHER RESOLVED, that the facility sites subject to these agreements will be determined by MWU staff and presented to the Common Council as part of the site layout approval process for the facility sites.

BE IT FINALLY RESOLVED, that the Common Council authorizes the Madison Water Utility General Manager to amend or execute any other agreements that are deemed necessary to accomplish the goals of this Resolution, in a format approved by the City Attorney.

Quality and Reliability since 1882
Madison Water Utility
www.madisonwater.org • 119 East Olin Avenue • Madison, WI 53713 -1431 • TEL 608.266.4651 • FAX 608.266.4426

MEMORANDUM

Date: August 4, 2026

To: Mayor Satya Rhodes Conway
City of Madison Common Council
City of Madison Finance Committee
City of Madison Water Utility Board

From: Pete Holmgren, P.E. – Chief Engineer, Water Utility
Joseph Grande – Acting Interim General Manager, Water Utility

Subject: Authorizing electric service agreements for the purchase of backup generation service with Madison Gas & Electric Company, including the installation of a standby generator, on Madison Water Utility facility sites

RECOMMENDATION

Staff recommend authorizing electric service agreements for the purchase of backup generation service with Madison Gas & Electric Company (MGE), including the installation of a standby generator, on Madison Water Utility (MWU) facility sites.

BACKGROUND

MWU's water supply runs primarily on its pumps, which run on electricity, and reliability is significantly improved with on-site standby generation where possible. MWU and MGE have multiple ongoing arrangements in place that provide MGE standby generators at MWU facilities. Future generators may also be offered to MWU by MGE for similar purposes, at mutually beneficial MWU facility locations to be determined.

These arrangements are subject to Wisconsin Public Service Commission (PSC) oversight through MGE's Backup Generation Service (BGS) tariff. The results are reduced costs for MWU compared to the costs that MWU would otherwise need to account for to outright own, operate, and maintain their own generator at any given facility.

Facility sites subject to these agreements are determined by MWU staff and presented to the Common Council as part of the site layout approval process for the facility sites.

FISCAL IMPACTS

No additional funds are required. Operating costs for generators are variable and monthly based on energy usage and fuel costs.

LEGISLATIVE PATH

1. Common Council (Intro): 8/4/2026
2. Finance Committee: 8/25/2026
3. Water Utility Board: 8/31/2026
4. Common Council (Final): 9/8/2026

ATTACHMENTS

1. Memo (this document)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94188

File ID:	94188	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Authorizing the Water Utility General Manager to enter into Interruptible Electric Service Agreements with Madison Gas & Electric Co. at Water Utility Sites			**Final Action:**	

Title: Authorizing the Water Utility General Manager to enter into Interruptible Electric Service Agreements with Madison Gas & Electric Co. at Water Utility Sites

Notes:

Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo - Interruptible Service Agreement Authorization for MGEMWU.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	07/28/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (8/31/26), Water Utility Board (8/25/26), Common Council (9/8/26)					

Text of Legislative File 94188

Fiscal Note

Fiscal Note Pending.

Title

Authorizing the Water Utility General Manager to enter into Interruptible Electric Service Agreements with Madison Gas & Electric Co. at Water Utility Sites

Body

WHEREAS, Madison Water Utility (MWU) installs emergency standby generators at its facility sites to improve reliability in the event of an emergency. These generators make the locations eligible for interruptible electric rates. Under the interruptible rate schedules approved by the Public Service Commission of Wisconsin (PSC), Madison Gas & Electric Co. (MGE) offers a

discounted rate for electrical service in exchange for allowing electrical service to be interrupted. Electrical power from the City-owned emergency generators provide electrical power to the designated facility during service interruption; and,

WHEREAS, the City has other existing interruptible service agreements with MGE and Alliant Energy Corporation for generators at other MWU facilities, Madison Metro sites, and the Monona Terrace; and,

WHEREAS, all electric rate schedules and general interruptible service agreement terms and conditions are approved by the PSC, which rate schedules for MGE require that customers subject to rate schedules Cg-2, Cg-4, Cg-6, Cg-8 and Sp-3 who wish to use the interruptible industrial service rates enter into three-year contracts with MGE as provided for by rate schedules Is-3 and Is-4, all of which are subject to amendment from time to time by the PSC; and,

WHEREAS, MWU has determined that it is cost effective and desirable to enter into interruptible rate electric service agreements with MGE at any site with a City-owned generator, including sites not yet in operation, provided adequate backup generator service capacity could exist to keep the site operational.

NOW THEREFORE BE IT RESOLVED that the Water Utility General Manager is authorized to execute interruptible electric service agreements on behalf of Madison Water Utility (MWU), acting for the City of Madison, with Madison Gas & Electric Co. for interruptible electric service at all MWU generator sites, provided adequate backup generator service capacity exists to keep the site operational, in a form approved by the City Attorney, and pursuant to applicable PSC approved rate schedules as they may be updated from time-to-time.

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MEMORANDUM

Date: August 4, 2026

To: Mayor Satya Rhodes Conway
City of Madison Common Council
City of Madison Finance Committee
City of Madison Water Utility Board

From: Pete Holmgren, P.E. – Chief Engineer, Water Utility
Joseph Grande – Acting Interim General Manager, Water Utility

Subject: Authorizing the Water Utility General Manager to enter into Interruptible Electric Service Agreements with Madison Gas & Electric Co. at Water Utility Sites

RECOMMENDATION

Staff recommend authorizing the Water Utility General Manager to enter into "Interruptible Electric Service Agreements" with Madison Gas & Electric Co. (MGE) at Madison Water Utility (MWU) sites.

BACKGROUND

MWU installs emergency standby generators at its facility sites to improve reliability in the event of an emergency. These generators make the locations eligible for interruptible electric rates. Under the interruptible rate schedules approved by the Public Service Commission of Wisconsin (PSC), MGE offers a discounted rate for electrical service in exchange for allowing electrical service to be interrupted. Electrical power from the City-owned emergency generators provide electrical power to the designated facility during service interruption.

In addition to some MWU sites, the City has other existing interruptible service agreements with MGE and Alliant Energy Corporation for generators at other sites such as Madison Metro facilities and the Monona Terrace.

MWU has determined that it is cost effective and desirable to enter into interruptible rate electric service agreements with MGE at any site with a City-owned generator, including sites not yet in operation, provided adequate backup generator service capacity could exist to keep the site operational.

FISCAL IMPACTS

No additional funds are required. Estimated monthly savings will accrue at each location with an electric service agreement with an interruptible service rider based upon approved tariff schedules.

All electric rate schedules and general interruptible service agreement terms and conditions are approved by the PSC, and those rate schedules for MGE require that customers subject to rate schedules Cg-2, Cg-4, Cg-6, Cg-8 and Sp-3 who wish to use the interruptible industrial service rates enter into three-year contracts with MGE as provided for by rate schedules Is-3 and Is-4.

These rates are all subject to amendment from time to time by the PSC.

LEGISLATIVE PATH

1. Common Council (Intro): 8/4/2026
2. Finance Committee: 8/25/2026
3. Water Utility Board: 8/31/2026
4. Common Council (Final): 9/8/2026

ATTACHMENTS

1. Memo (this document)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94195

File ID:	94195	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and TYLin, for corridor safety studies and demonstration project planning and evaluation for three priority corridors			**Final Action:**	

Title: Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and TYLin, for corridor safety studies and demonstration project planning and evaluation for three priority corridors (District 6, District 10, District 12, District 19, District 20).

Notes:

Sponsors:	Satya V. Rhodes-Conway, Yannette Figueroa Cole, John P. Guequierre, Barbara Harrington-McKinney And Julia Matthews	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Jessica Hersh-Ballering, Traffic Engineering	**Hearing Date:**	
Entered by:	ALarson2@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Traffic Engineering Division	07/28/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Board of Public Works (8/5/26), Common Council (9/8/26)

Text of Legislative File 94195

Fiscal Note

The proposed resolution authorizes a contract for corridor safety studies and demonstration project planning. The total contract is not to exceed $365,500 and 80% of the cost is supported by federal dollars through the Safe Streets and Roads for All program. Budget authority is available in Traffic Engineering's capital budget within the Safe Streets and Roads for All Federal Grant Program project.

Title

Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison

and TYLin, for corridor safety studies and demonstration project planning and evaluation for three priority corridors (District 6, District 10, District 12, District 19, District 20).

Body

PREAMBLE

The City of Madison is proposing to conduct corridor safety studies and demonstration activities along three corridors:

- S Whitney Way - Schroeder Rd to Williamsburg Way
- N Fair Oaks - E Washington to Commercial Ave
- Winnebago St - S Thornton Ave to S 2nd Street; Atwood Avenue - S 1st Street to S 2nd Street (Atwood Ave is a parallel route to Winnebago between S 1st and 2nd Streets, intersecting with Winnebago Street at S 2nd Street)

These corridors contain segments and intersections identified in the City's High Injury Network, and all corridors serve local schools.

This project will include road safety audits of all three corridors and the development of potential infrastructure projects that address specific safety concerns identified in the baseline data and field visits. Preferred potential infrastructure projects will be implemented as temporary, low-cost demonstration projects and evaluated for efficacy.

This project was awarded a grant under the USDOT Safe Streets and Roads for All (SS4A) that will be responsible for 80% of the planning and design costs and the City will be responsible for 20% of the costs. No funding has been identified to permanently construct successful temporary, low-cost demonstration projects.

Pursuant to City Ordinances and Policies, as well as in accordance with federal grant requirements, the City advertised for consultant proposals, reviewed the submitted proposals, and recommends the contract be awarded to TYLin. The consultant's services will include project planning, concept design, demonstration project evaluation, and public engagement services.

The total compensation for the services under this contract shall not exceed $365,500 of which 80% is the SS4A grant share and 20% is the City share.

The scope of services under this contract will be completed by October 31, 2028.

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are hereby authorized to execute an agreement with TYLin for planning, design, and evaluation services for the three corridors identified herein.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94196

File ID:	94196	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning, engineering, and public engagement services for East Washington Avenue (US Hwy 30 to Annamark) and Schroeder Rd (Whitney Way to Gammon Rd)			**Final Action:**	

Title: Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning, engineering, and public engagement services for East Washington Avenue (US Hwy 30 to Annamark) and Schroeder Rd (Whitney Way to Gammon Rd) (District 3, District 12, District 17, District 19, District 20).

Notes:

Sponsors:	Derek Field, John P. Guequierre And Julia Matthews	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Jessica Hersh-Ballering, Traffic Engineering	**Hearing Date:**	
Entered by:	ALarson2@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Traffic Engineering Division	07/28/2026	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Board of Public Works (8/5/26), Common Council (9/8/26)					

Text of Legislative File 94196

Fiscal Note

The proposed resolution authorizes a contract for planning, engineering, and public engagement services related to portions of East Washington Avenue and Schroeder Road. The total contract is not to exceed $720,000 and 80% of the cost is supported by federal dollars through the Safe Streets and Roads for All program. Budget authority is available in Traffic Engineering's capital budget within the Safe Streets and Roads for All Federal Grant Program

project.

Title

Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning, engineering, and public engagement services for East Washington Avenue (US Hwy 30 to Annamark) and Schroeder Rd (Whitney Way to Gammon Rd) (District 3, District 12, District 17, District 19, District 20).

Body

PREAMBLE

The City of Madison is proposing to make infrastructure improvements for all road users along East Washington Avenue (US Hwy 30/Aberg Avenue to Annamark Drive) and Schroeder Road (Whitney Way to Gammon Road).

These corridors contain segments and intersections identified in the City's High Injury Network.

This project will include quantitative and qualitative assessment of current conditions and identification of potential improvements (including, but not limited to, lighting improvements, speed limit reductions, median construction, bus stop improvements, and shared use path construction). This project will include design and engineering of preferred improvements to allow for construction of those improvements in 2028-2029.

Pursuant to City Ordinances and Policies, as well as in accordance with federal grant requirements, the City advertised for consultant proposals, reviewed the submitted proposals, and recommends the contract be awarded to SEH. The consultant's services will include project planning, concept design, engineering, public engagement, and environmental review services.

This project was awarded a grant under the USDOT Safe Streets and Roads for All (SS4A) that will be responsible for 80% of the planning and engineering costs, and the City will be responsible for 20% of those costs. This grant includes funding for the construction of the projects identified for East Washington Avenue and Schroeder Road; a separate RFQu process will be utilized to identify an appropriate contractor for construction efforts.

The total compensation for the services under this contract shall not exceed $720,000 of which 80% is the SS4A grant share and 20% is the City share.

The scope of services under this contract will be completed by October 31, 2028.

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are hereby authorized to execute an agreement with SEH for planning, engineering, and public engagement services for the East Washington Avenue and Schroeder Road corridors.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94197

File ID:	94197	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2026
File Name:	Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning and engineering services for the Systemwide Safety Improvements project			**Final Action:**	

Title: Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning and engineering services for the Systemwide Safety Improvements project (Citywide).

Notes:

Sponsors:	Derek Field, John P. Guequierre, Badri Lankella, Noah L. Lieberman, Julia Matthews, Regina M. Vidaver And Michael E. Verveer	**Effective Date:**	
Attachments:	Attachment A - Intersection List.xlsx	**Enactment Number:**	
Author:	Jessica Hersh-Ballering, Traffic Engineering	**Hearing Date:**	
Entered by:	ALarson2@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Traffic Engineering Division	07/28/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Board of Public Works (8/5/26), Common Council (9/8/26)

Text of Legislative File 94197

Fiscal Note

The proposed resolution authorizes a contract for planning and engineering services related to intersection safety improvements. The total contract is not to exceed $450,000 and 80% of the cost is supported by federal dollars through the Safe Streets and Roads for All grant program. Budget authority is available in Traffic Engineering's capital budget within Safe Streets and Roads for All Federal Grant Program.

Title

Authorizing the Mayor and the City Clerk to execute a contract between the City of Madison and SEH for planning and engineering services for the Systemwide Safety Improvements

project (Citywide).

Body

PREAMBLE

The City of Madison has identified 27 geographically dispersed intersections (Attachment A) along the High Injury Network in need of safety improvements. This includes twelve signalized intersections and nine non-signalized intersections that serve transit users, as well as six intersections of shared use paths and higher volume roads.

This project includes conceptual design of intersection safety improvements and environmental review for each location. Final design of improvements includes a PS&E package suitable for bid letting and construction in 2028-2029.

Pursuant to City Ordinances and Policies, as well as in accordance with federal grant requirements, the City advertised for consultant proposals, reviewed the submitted proposals, and recommends the contract be awarded to SEH. The consultant's services will include project planning, concept design, engineering, public engagement, and environmental review services.

This project was awarded a grant under the USDOT Safe Streets and Roads for All (SS4A) that will be responsible for 80% of the planning and engineering costs, and the City will be responsible for 20% of those costs. This grant includes funding for the construction of the improvements identified and designed for all intersections; however, a separate RFQu process will be utilized to identify an appropriate contractor for construction efforts.

The total compensation for the services under this contract shall not exceed $450,000 of which 80% is the SS4A grant share and 20% is the City share.

The scope of services under this contract will be completed by October 31, 2028.

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are hereby authorized to execute an agreement with SEH for planning and engineering services for the Systemwide Safety Improvements project.

HIN Intersections on Transit Routes
S Park St & Erin St
Erin St & S Brooks St
S Park St & Vilas Ave
N Park St & W Dayton S
N Frances & W Gilman St at University Ave
W Johnson & N Carroll St
N Sherman Ave & Commercial Ave
S Gammon & Tree Ln
W Gorham & N Broom St
E Buckeye Rd & S Stoughton Rd Service Rd
International Ln & Packers Ave
S Whitney Way & Gilbert Rd
N Broom St & W Mifflin St
E Washington Ave & N Hancock St
E Johnson St & N Franklin St
Atwood Ave & Corscot Ct
E Washington Ave & N Second St
Milwaukee St & Swanton Rd
Milwaukee St & Milky Way
Portage Rd & Donald Dr
Maple Grove Dr & Mader Dr
Shared-Use Path Crossing Improvements
E Johnson/Second at Demetral Path
Eastwood/Division at Capital City Path
Buckeye at Capital City Path
Midvale at Southwest Path
Milwaukee at Eastmorland Park Path
Aberg at Shopko at Starkweather Creek Path

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94202

File ID:	94202	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2026
File Name:	Authorizing a contract between the WI Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.			**Final Action:**	

Title: Authorizing a contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.

Notes:

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	bsloat@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Fire Department	07/29/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Common Council (9/8/26)

Text of Legislative File 94202

Fiscal Note

The proposed resolution authorizes a contract with the State of Wisconsin, Department of Military Affairs, Division of Emergency Management for the Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team through from July 2026 through June 2028. The Wisconsin Department of Military Affairs, Division of Emergency Management will reimburse the Madison Fire Department (MFD) for costs related to providing requested services and required training and exercise costs. Any additional costs not reimbursable by the state will be covered by MFD's 2026 Adopted Operating Budget. No additional appropriation is required.

Title

Authorizing a contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the City of Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team.

Body

WHEREAS, to protect life and property against the dangers of emergencies, the Wisconsin Department of Military Affairs, Division of Emergency Management has, pursuant to Wis. Stat. § 323.72(1), established an urban search and rescue (US&R) team that can be deployed to provide Services in response to Emergencies;

WHEREAS, the Division of Emergency Management desires to enter into this Agreement with the City of Madison Fire Department (MFD) for the purpose of having MFD supply qualified employees to serve on such a team and MFD desires to provide such employees;

WHEREAS, the City of Madison Fire Department (MFD) will assign three (3) employees currently serving on MFD's heavy urban rescue team (HURT) to participate in the statewide all-hazards US&R team (WI-TF1);

WHEREAS, the three MFD employees assigned to WI-TF1 will receive regular US&R training and certification from the Wisconsin Department of Military Affairs, Division of Emergency Management at the state's Regional Emergency All-Climate Training Center (REACT Center) and will be available for emergency response requested by the Division of Emergency Management pursuant to Standard Operating Procedures;

WHEREAS, MFD's participation in WI-TF1 provides an opportunity for current MFD personnel to receive industry-leading training in US&R response and, in turn, bringing additional knowledge and skillsets back to MFD for integration into MFD's HURT team;

WHEREAS, the Wisconsin Department of Military Affairs, Division of Emergency Management will reimburse MFD for (1) costs related to providing requested Services, (2) required training and exercise costs, and (3) costs related to an increase in duty-disability benefit premiums due to an injury a WI-TF1 member sustained while performing under this Agreement;

WHEREAS, reimbursement for costs associated with a requested response include but are not limited to the use of vehicles and apparatus, personnel expenses, and emergency expenses;

WHEREAS, in any given State fiscal year, MFD shall be paid for any training and participation in exercises of employees who the Division of Emergency Management has appointed to WI-TF1 that is pre-authorized in writing by the Division at a rate of $60 per hour per appointed employee consistent with the Attendance Policy;

WHEREAS, the Wisconsin Department of Military Affairs, Division of Emergency Management shall reimburse MFD for costs incurred by MFD for any increase in contributions for duty disability premiums under Wis. Stat. § 40.05(2)(aw) for its employees who are WI-TF1 members and who receive duty disability benefits under Wis. Stat. § 40.65 because of an injury that occurred while performing duties as a member of WI-TF1;

WHEREAS, contract language related to indemnification and insurance provisions does not comply with the City's standard policy for contracts but is the same as contained in the current contract between the City of Madison and the Wisconsin Department of Military Affairs, Division

of Emergency Management for MFD's participation in the Southwest Wisconsin Hazardous Materials Taskforce;

WHEREAS, contract language related to indemnification and insurance provisions has been reviewed and approved by City Risk Management and the City Attorney's Office;

WHEREAS, the contract term is July 1, 2026 through June 30, 2028;

WHEREAS, MFD may terminate the contract at any time upon one hundred twenty (120) days written notice to the other party;

NOW, THEREFORE, BE IT RESOLVED that the City of Madison approves the contract between the State of Wisconsin, Department of Military Affairs, Division of Emergency Management and the City of Madison for the Madison Fire Department to be a Participating Agency in a statewide urban search and rescue team through June 30, 2028;

BE IT FURTHER RESOLVED that the City of Madison approves the following contract language from the State of Wisconsin on indemnification:

16.3 Participating Agency Indemnification of State:

Nothing contained in this Agreement is intended to limit any immunities and rights of any party available under Wis. Stat. §§ 345.05, 893.80, 893.82 and 895.46 or any other constitutional or statutory provision or common law. Such immunities and rights are expressly reserved to the parties.

BE IT FURTHER RESOLVED that the Madison Fire Department will include the annual program budget for participation in the statewide urban search and rescue team in the city's annual operating budget;

BE IT FINALLY RESOLVED that the Mayor and City Clerk are authorized to execute the necessary contract documents.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94204

File ID:	94204	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2026
File Name:	Authorizing the allocation of up to $1,300,000 of City Affordable Housing Funds to help the Community Development Authority finance energy efficiency improvements at Monona Shores Apartments and CDA 95-1 “The Reservoir” and authorizing the Mayor and the C			**Final Action:**	

Title: Authorizing the allocation of up to $1,300,000 of City Affordable Housing Funds to help the Community Development Authority finance energy efficiency improvements at Monona Shores Apartments and CDA 95-1 “The Reservoir” and authorizing the Mayor and the City Clerk to enter into Loan Agreements. (District 6, District 14)

Notes:

Sponsors:	Carmella Glenn And Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Linette Rhodes	**Hearing Date:**	
Entered by:	mbohrod@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	07/29/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Community Development Block Grant Committee (8/6/26), Common Council (9/8/26)

Text of Legislative File 94204

Fiscal Note

The proposed resolution authorizes the award of up to $1.3 million in Affordable Housing Funds to finance energy efficiency improvements at two CDA properties: Monona Shores Apartments and The Reservoir. The funds will be awarded in the form of a long-term deferred loan. The Community Development Division (CDD) allocates up to $2.0 million of Affordable Housing Funds annually to support City- and/or CDA-sponsored affordable housing development and/or improvements. Funding in the form of GO Borrowing is available within the Affordable Housing

- Development Projects capital program (program #17110) within the Community Development Division's 2026 Adopted Capital Budget. No additional City appropriation required.

Title

Authorizing the allocation of up to $1,300,000 of City Affordable Housing Funds to help the Community Development Authority finance energy efficiency improvements at Monona Shores Apartments and CDA 95-1 “The Reservoir” and authorizing the Mayor and the City Clerk to enter into Loan Agreements. (District 6, District 14)

Body

Background

The Madison Community Development Authority of the City of Madison (CDA) provides affordable stable housing to many low- and moderate-income households throughout Madison. The CDA owns “Monona Shores,” a 104-unit rental property located at 1-11 Waunona Woods Ct., in Madison, and CDA 95-1 “The Reservoir Apartments,” a 28-unit rental property located at 612-632 East Dayton St. and 200-210 North Blount St., in Madison.

The proposed Affordable Housing Fund allocation of $1.3 million will support energy efficiency improvements at Monona Shores and The Reservoir. This work was identified as a result of a no-cost engineering audit performed by Johnson Controls. The energy efficiency improvements include the implementation of new air source heat pump heating and cooling systems, furnaces, heat pump water systems, attic insulation in top floor units, and window and sliding door frame sealing in all units. These improvements are intended to reduce energy and utility costs, improve resident comfort, extend the useful life of the buildings, and preserve the long-term affordability of these developments.

The Community Development Division annually sets aside $2 million of the City's Affordable Housing Fund to support preservation and capital improvement needs at City- and Community Development Authority-sponsored affordable housing developments. The funding proposed in this resolution will utilize a portion of that allocation to assist CDA in completing these improvements.

Monona Shores Apartments and The Reservoir are important affordable housing assets that provide long-term housing opportunities for lower-income households. Investing in these properties will preserve 132 affordable rental units, improve building performance and sustainability, and help ensure these homes remain safe, energy-efficient, and affordable for current and future residents.

Action Items

WHEREAS, the Madison Community Development Authority (CDA) owns and operates affordable rental housing serving low and moderate-income households; and

WHEREAS, the CDA owns Monona Shores Apartments, a 104-unit affordable rental development, and CDA 95-1 "The Reservoir," a 28-unit affordable rental development; and,

WHEREAS, the CDA has identified energy efficiency improvements necessary to preserve the long-term viability, affordability, sustainability, and livability of these developments; and,

WHEREAS, the Community Development Division allocates up to $2 million of Affordable

Housing Fund dollars annually to support City- and/or CDA-sponsored affordable housing activities such as those described in this resolution; and,

WHEREAS, those funds are currently available to support both proposed CDA energy efficiency improvement efforts.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council approves awarding up to $1,300,000 of Affordable Housing Funds to the CDA to undertake the energy efficiency improvements at Monona Shores Apartments and CDA 95-1 “The Reservoir Apartments”, with the Community Development Division authorized to allocate funds between the two projects as necessary to complete the approved scope of work, provided the total funding does not exceed the amount authorized herein; and,

BE IT FURTHER RESOLVED, that the City will provide the funds in the form of a long-term deferred loan, repayable upon sale, transfer or change in use of the property; and the loans will be secured by a mortgage and a promissory note; and,

BE IT FINALLY RESOLVED, that the Council authorizes the Mayor and the City Clerk to execute a contract and related loan documents with the CDA to carry out the intent of this Resolution.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94207

File ID:	94207	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2026
File Name:	Authorizing the use of up to $125,000 of federal Community Development Block Grant (CDBG) funds and authorizing the Community Development Division to enter into agreements with the Parks Division in order to implement neighborhood improvement projects ide			**Final Action:**	

Title: Authorizing the use of up to $125,000 of federal Community Development Block Grant (CDBG) funds and authorizing the Community Development Division to enter into agreements with the Parks Division in order to implement neighborhood improvement projects identified in the North East Area Plan (District 3, District 12, District 17, District 18)

Notes:

Sponsors:	Carmella Glenn And Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Linette Rhodes	**Hearing Date:**	
Entered by:	mbohrod@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	07/29/2026	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/31/26), Community Development Block Grant Committee (8/6/26), Board of Park Commissioners (8/12/26), Common Council (9/8/26)

Text of Legislative File 94207

Fiscal Note

The proposed resolution authorizes the use of up to $125,000 in federal CDBG grant funds to support the construction of a shelter at Sandburg Park. The shelter was identified as a priority in the Northeast Area Plan, which was adopted by Common Council in September 2024 (RES-24-00557). The Community Development Division's (CDD) 2026 Adopted Operating Budget includes $125,000 in federal Community Development Block Grants (CDBG) grant

funds for high priority projects evolving from the Northeast Area Plan. The funds will remain within CDD's CDBG operating fund 1205 (project #71026) with individual projects established for Parks Division. No additional appropriation required.

Title

Authorizing the use of up to $125,000 of federal Community Development Block Grant (CDBG) funds and authorizing the Community Development Division to enter into agreements with the Parks Division in order to implement neighborhood improvement projects identified in the North East Area Plan (District 3, District 12, District 17, District 18)

Body

Background

The Community Development Division (CDD) and Community Development Block Grant (CDBG) Committee, in cooperation with the Planning Division, sponsored a planning effort in the Northeast Area of Madison, as designated within the established 12 Area Plans Planning Framework. The Plan, adopted by the Common Council in September 2024, included implementation priorities designed to address specific objectives. While engaging in the planning process, neighborhood residents selected fifteen potential projects to utilize the CDBG funds as part of three identified Community Action Strategy Areas (Sandburg, Burke Heights, and Hawthorne-Truax). The CDD's Adopted Operating Budget authorized the use of up to $125,000 of CDBG funds for the implementation of eligible projects in the Northeast Area plan. Staff have reviewed the list of potential CDBG projects identified in the Northeast Area Plan and recommend the CDBG funds are moved to construct a shelter at Sandburg Park.
To meet U.S. Department of Housing and Urban Development's national objectives, CDBG funds must be used to benefit low- and moderate- income persons residing in the South Madison planning area to meet the criteria for Low Mod Area Benefit "LMA" National Objective. Other federal regulations, e.g., Davis-Bacon prevailing wage and Environmental Review requirements will also apply. These funds must be expended no later than December 2027.

Body

WHEREAS, the Housing and Community Development Act of 1974 permits the City of Madison to assist agencies in the development and implementation of innovative projects which provide benefits to strategically identified low- and moderate-income areas; and,

WHEREAS, the Northeast Area Plan, adopted as a supplement to the City of Madison Comprehensive Plan, was enacted on September 10th, 2024 (RES-24-00557), and prioritized improvement the construction of a shelter at Sanburg Park (CDBG Priority Projects #3 p.77); and,

WHEREAS, up to $125,000 in federal CDBG grant funds are authorized in the Community Development Division's Adopted 2026 Operating Budget to implement eligible projects in Northeast Area Plan and authorization is carried over to 2027; and,

WHEREAS, the Community Development Division's CDBG Unit staff have reviewed these proposals and found them consistent with their Program Goals and Priorities and recommend their adoption in order to promote further progress with the adopted Area Plan; and

WHEREAS, the CDBG Committee also reviewed the specific funding recommendations from the Northeast Area Plan and recommended adoption, in order to promote further progress with

the adopted Plan; and,

WHEREAS, the Parks Division maintains park amenities and facilities, will build a shelter at Sanburg Park; and,

NOW, THEREFORE, BE IT RESOLVED that the Common Council approves the allocation of up to $125,000 in federal CDBG grant funds for the particular projects and in the amounts identified below:

- Parks Division: up to $125,000 for use in supporting the construction of a shelter at Sandburg Park;

and,

BE IT FURTHER RESOLVED, that the Board of Park Commissioners supports the implementation of the aforementioned projects for purposes of improving park use and access; and,

BE IT FINALLY RESOLVED, that the Common Council authorizes the Community Development Division to enter into Memorandum of Understanding agreements with the aforementioned parties for purposes of implementing the approved projects by December 31, 2027.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94146

File ID:	94146	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/24/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
16 North Carroll LLC • dba The Historian Hotel
16 N Carroll St • Agent: Timothy Somerville
Estimated Capacity (in/out): 104/20
Class B Combination Liquor & Beer • 15.5% alcohol, 8.4% food, 76.1% other
Police Sector 405 (District 4)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00693 App.pdf, LICLIB-2026-00693 Supplemental.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/24/2026	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

Text of Legislative File 94146

Title

Public Hearing - New License
16 North Carroll LLC • dba The Historian Hotel
16 N Carroll St • Agent: Timothy Somerville
Estimated Capacity (in/out): 104/20
Class B Combination Liquor & Beer • 15.5% alcohol, 8.4% food, 76.1% other
Police Sector 405 (District 4)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94146

1612

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICL IB-2026-00693
(License number)

4 (Alder District #) 405 (Police Sector)
Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☒ Beer, ☒ Liquor,
☒ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☑ Limited Liability Company exactly as it appears on your State Seller's Permit.
   16 North Carroll, LLC
2. Trade Name (doing business as) The Historian Hotel
3. Address to be licensed 16 North Carroll St, Madison, WI 53703
4. Mailing address 222 W. Adams St. Suite 400, Chicago, IL 60606
5. Anticipated opening date December 2026
6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?
   ☑ No ☐ Yes (explain)
7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.
   The Historian Hotel, an 81-key Marriott Tribute Portfolio boutique hotel.The property will feature a new ground-floor restaurant and bar
   Alcohol service will be integrated directly into the new hotel's lobby bar and ground-floor culinary operations
   Room B121 is a compact, secured liquor storage area located along the upper-left portion of the basement plan, just off the main corridor
   It sits adjacent to Stair B and near the mechanical and exit corridor areas, providing controlled access for both restaurant and hotel operations.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 104 Outdoor: 20

10. Describe existing parking and how parking lot is to be monitored.

    Offsite valet parking. Montored by security cameras.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☑ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Timothy Somerville

13. City, state in which agent resides Lake Geneva, WI

14. How long has the agent continuously resided in the State of Wisconsin? 31 years

15. Has the liquor license agent completed the responsible beverage server training course?

    ☐ No, but will complete prior to ALRC meeting ☑ Yes, date completed 3/29/25

16. State and date of registration of corporation, nonprofit organization, or LLC.

    Wisconsin , 6/12/2024

17. In the table below list the directors of your corporation or the members of your LLC.
    ☐ Attach background check forms for each director/member.

Title	Name	City and State of Residence
member	Randall Guenther	Mount Horeb, WI
member	Eric Hovde	Madison, WI
member	Steven Hovde	Avon, CO
member	Charles Wendell	Philadelphia, PA
member	Ryan Reich	San Juan Capistrano, CA

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

    HOVDE Properties, LLC 122 W. Washington Ave., Suite 350 Madison, WI 53703

19. Is applicant a subsidiary of any other corporation or LLC?

    ☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☑ Tavern ☐ Nightclub ☑ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☑ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:00 am - 2:00 a.m	6:00 am - 2:00 a.m	6:00 am - 2:00 a.m	6:00 am - 2:00 a.m	6:00 am - 2:00 a.m	6:00 am - 2:00 a.m	6:00 am - 2:00 a.m
(Class B only) Enter below any hours when food service will not be available, if applicable						
12:00 am - 6:00 am -	12:00 am - 6:00 am -	12:00 am - 6:00 am -	12:00 am - 6:00 am -	12:00 am - 6:00 am -	12:00 am - 6:00 am -	12:00 am - 6:00 am -

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Hotel offering lodging, food, and liquor

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
65 % Alcohol 35 % Food _____ % Other
If applicable, describe "Other": Rooms 74.7% of total Revenue, Misc. 0.9% of total revenue, parking 0.5% of total, F+B 23.9% of total revenues
Do you have written records to document the percentages shown? ☐ No ☑ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☑ Yes—what kind? Bands/DJs

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20_____.

38. State Seller's Permit 4 5 6 - 1 0 3 2 5 2 9 3 3 2 - 0 2

39. Federal Employer Identification Number 99-4410584

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Bethany Griffin

Business phone 773-500-8037 Business e-mail address bgriffin@firsthospitality.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name Mick Conrad

Phone 608-255-5175 E-mail mconrad@hovdeproperties.com

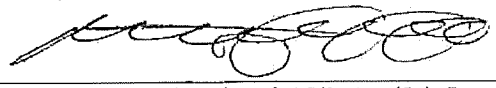
NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☐ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☐ Appointment of Agent (if Corp/LLC), ☐ Member background investigation forms, ☐ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☐ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.



(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

7/9/2026
(Date)

Clerk's Office checklist for complete applications

- ☐ WI Seller's Permit Certificate (matching articles of incorporation)
- ☐ FEIN
- ☐ Written description of premises
- ☐ Background investigation form(s)
- ☐ Form for surrender of previous license
- ☐ *Articles of Incorporation
- ☐ *Appointment of Agent
- ☐ Floor Plans
- ☐ Lease
- ☐ Business Plan
- ☐ **Sample Menu

* Corporation/LLC only

** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Business Plan & Plan of Operation

Legal Entity: 16 North Carroll LLC
Trade Name: Historian Hotel (Marriott Tribute Portfolio)
Location: 16 North Carroll Street, Madison, WI 53703
License Type: Class "B" Combination Liquor & Beer (Hotel)

I. EXECUTIVE SUMMARY

16 North Carroll LLC proposes the operation of a premier 81-key lifestyle hotel within the landmarked Churchill Building. This development revitalizes Madison's first skyscraper into a sophisticated urban destination. The beverage program will serve as a high-end amenity for hotel guests and a curated social space for the Capitol Square community, prioritizing public safety and historic preservation.

II. PREMISES & CAPACITY

The licensed premises comprise approximately 49,250 square feet across nine floors.

Ground Floor Culinary Concept: A signature restaurant, The Gallery, led by acclaimed Wisconsin culinary talent, featuring a full-service bar.

- **Meeting & Event Rooms:** There is one meeting/event room, The Quorum, located on the second floor, which will be supported by the food and beverage service on the ground level. Additionally, a small retail space will be available on the ground floor with intent of selling packaged goods including alcohol.
- **Fitness Center:** A well-designed hotel gym providing a dedicated, clean, and accessible space with a balanced mix of cardio machines, strength training equipment, and stretching areas.
- **Outdoor Seating:** Subject to City of Madison requirements, the hotel intends to operate a seasonal outdoor seating area adjacent to the restaurant, The Gallery, during appropriate months of the year.

III. STAFFING STANDARDS

1. Appointed Agent: A qualified agent, meeting all Wisconsin residency requirements, will oversee all alcohol-related operations.

2. Mandatory Training: Every employee involved in the sale or service of alcohol must complete a Wisconsin-approved Responsible Beverage Server course and all bartenders will hold the

required Operator license. 16 North Carroll LLC will maintain a central database of certifications to ensure no staff member operates without valid credentials.

IV. Hotel Management Agreement

- **History:** The hotel will be operated by First Hospitality, a premier management company with over 40 years of industry experience and extensive operational history in Wisconsin. Their proven expertise spans full-service hospitality management, including comprehensive food, beverage, and compliant liquor operations.
- **Management:** First Hospitality maintains established operating procedures and staff training programs to ensure responsible alcohol service and compliance with all applicable laws and regulations.

V. Compliance Protocols:

- **Strict ID Verification:** Enforced ID-checking policy for all patrons appearing under age 40.
- **Refusal of Service:** Staff are trained and authorized to refuse service to any individual showing signs of intoxication to maintain a safe environment.

VI. PUBLIC SAFETY & SECURITY PLAN

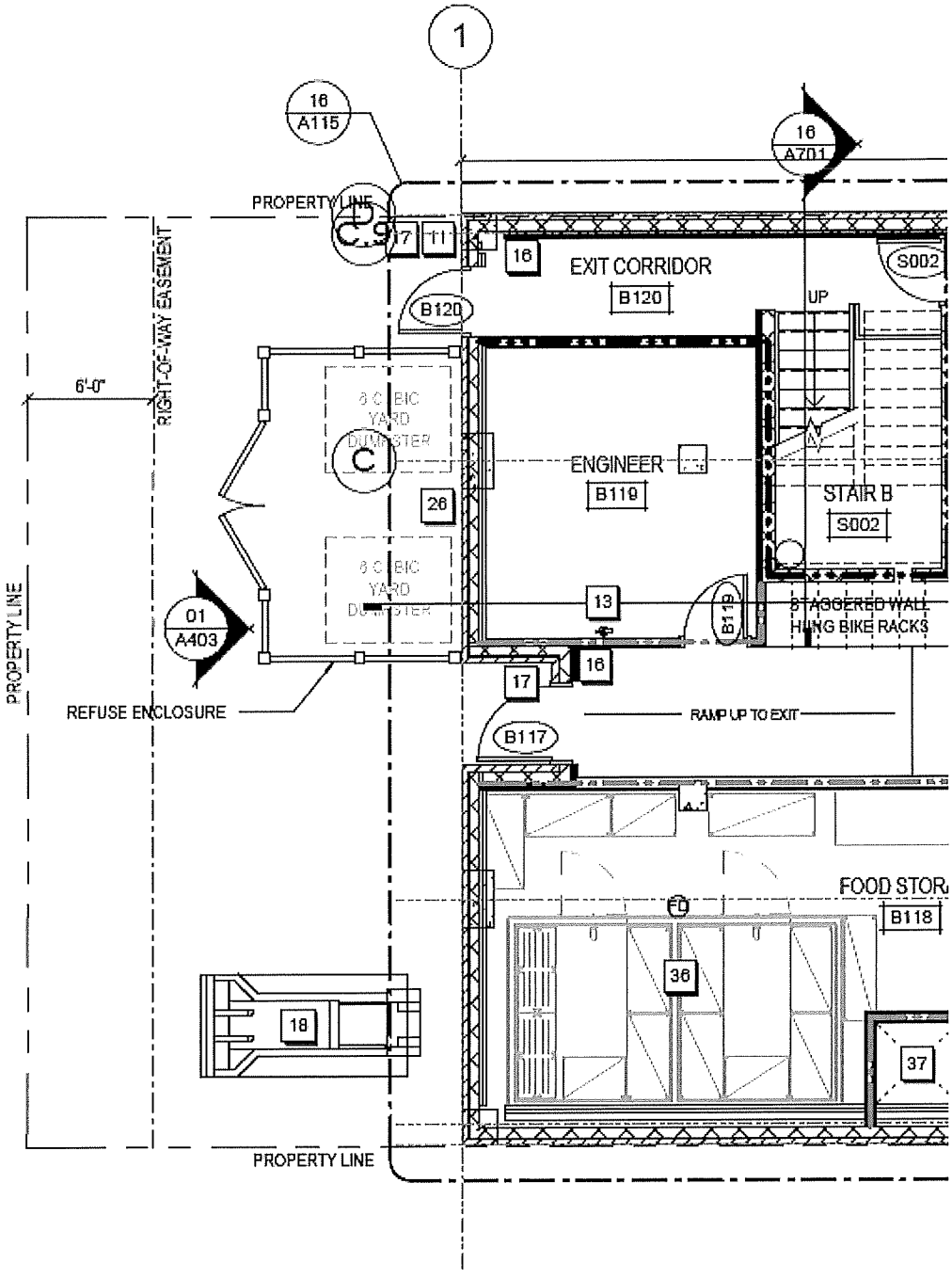
- **Surveillance & Monitoring:** The property will operate a continuous digital surveillance system monitoring public access points, common areas, and perimeters. In accordance with law enforcement cooperation standards, management will provide the City of Madison Police Department with full, unrestricted access to all live on-site security feeds and recorded archival footage immediately upon lawful request during active investigations or public safety emergencies. Management and ownership fully commit to establishing a cooperative partnership with local law enforcement.

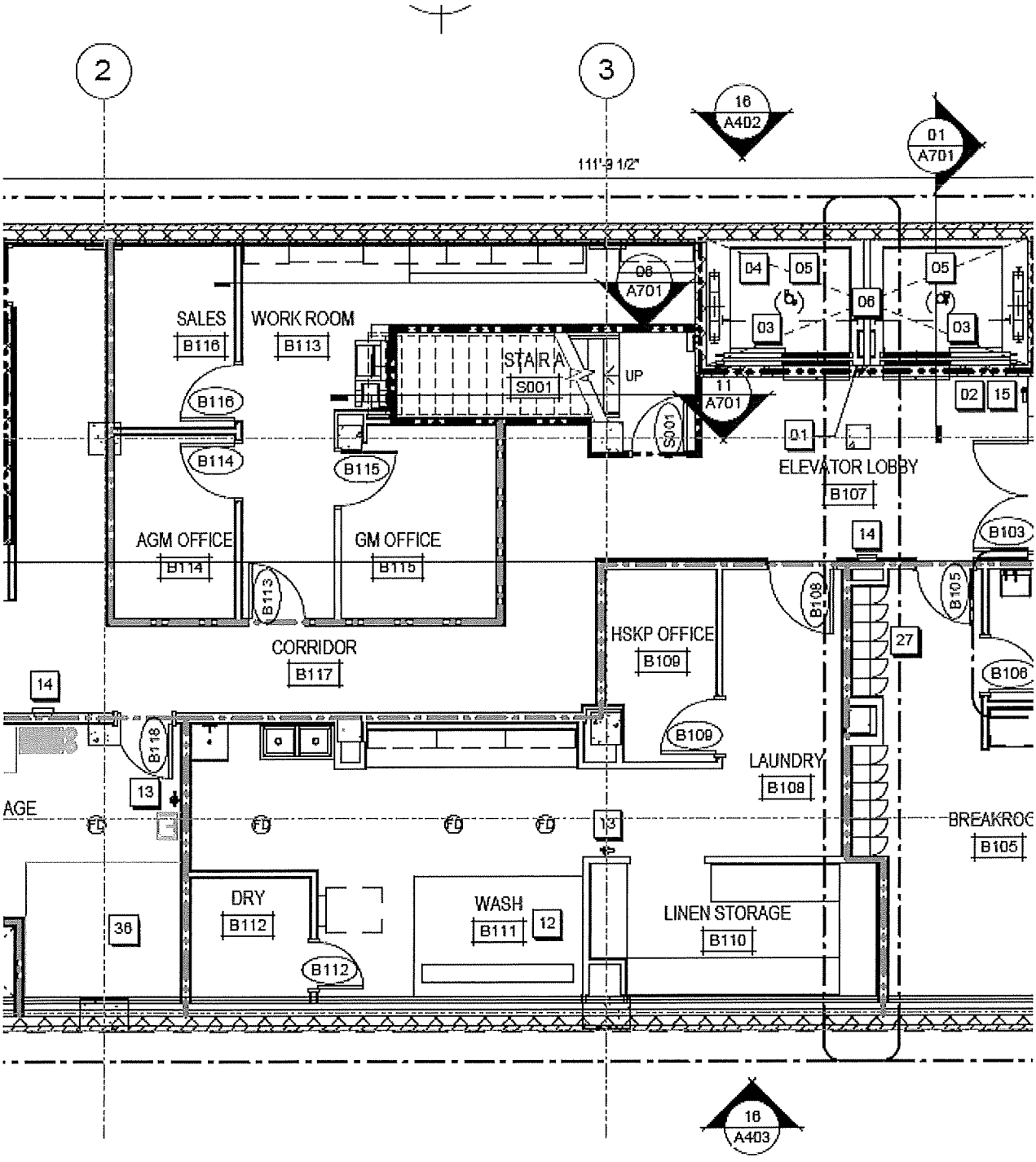
- **Access Control:** Pursuant to the operational regulations for lodging and licensed establishments within the City of Madison, the premises will maintain professional staffing 24 hours a day, 7 days a week. On-site personnel will provide continuous, uninterrupted property management, guest supervision, and facility security.

- **Neighborhood Harmony:**16 North Carroll LLC is committed to a zero-impact noise policy. All entertainment will be ambient and contained within the building envelope to respect the mixed-use nature of the downtown district.

VII. COMMUNITY & ECONOMIC IMPACT

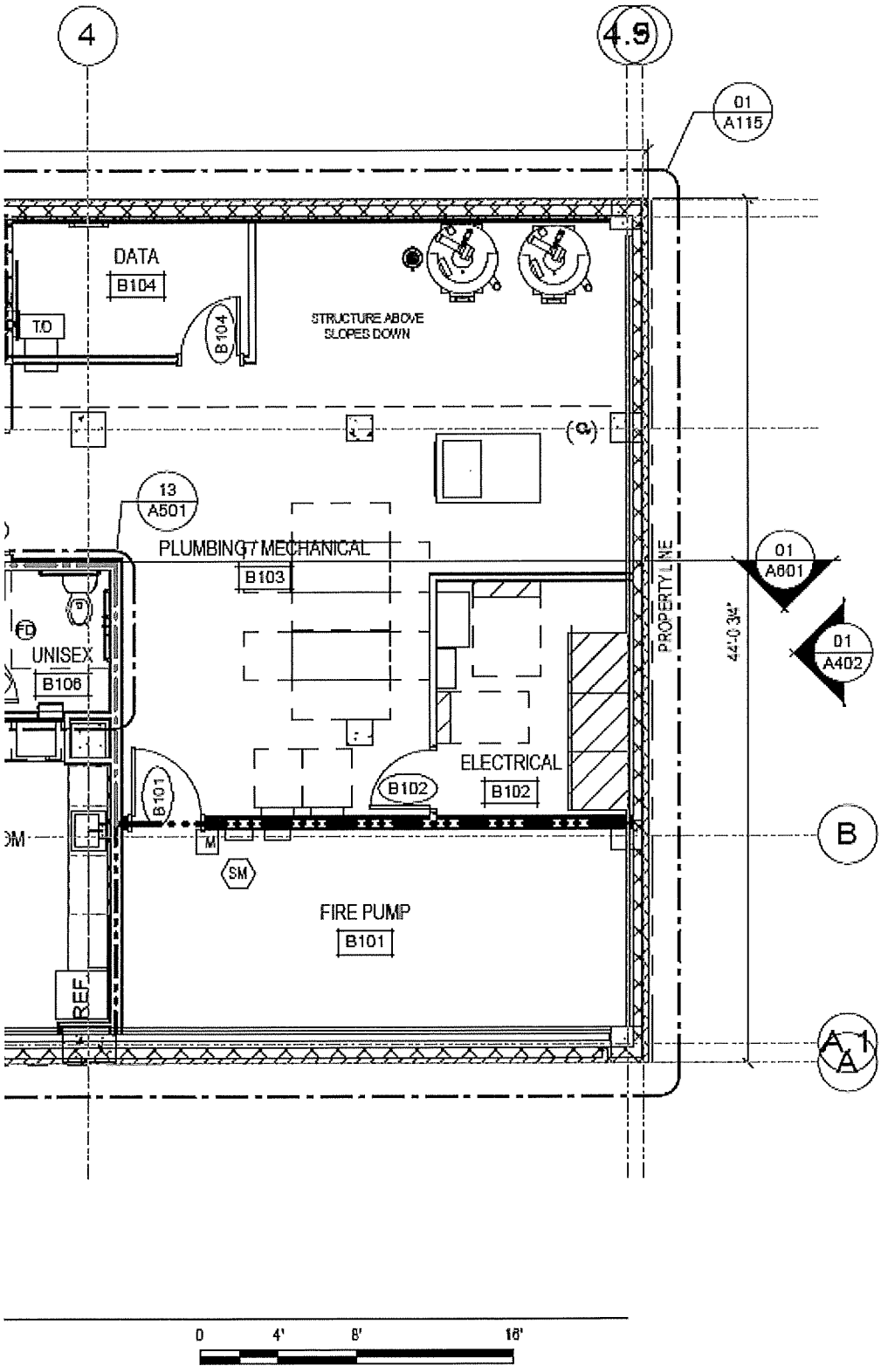
- This project represents a significant investment in Madison's historic core, driving tourism and creating permanent hospitality jobs through unique lodging experience. Our establishment is deeply committed to sustainability and regional growth by prioritizing Wisconsin-based partnerships. To ensure the highest quality and freshness for our guests, we utilize a hyper-local supply chain that sources food ingredients and beverage products—including produce, meats, craft beers, wines, and spirits—directly from regional farmers, growers, distilleries, and breweries. This approach minimizes our carbon footprint while directly reinvesting in the state's agricultural and craft beverage economies.


1
16
A115
16
A701
PROPERTY LINE
C.9
17
11
16
EXIT CORRIDOR
B120
S002
B120
UP
6'-0"
RIGHT-OF-WAY EASEMENT
6 CUBIC YARD DUMPSTER
C
ENGINEER
B119
STAIR B
S002
26
6 CUBIC YARD DUMPSTER
13
B119
STAGGERED WALL HUNG BIKE RACKS
01
A403
16
17
REFUSE ENCLOSURE
RAMP UP TO EXIT
B117
PROPERTY LINE
FOOD STOR
B118
E0
36
18
37
PROPERTY LINE



BASEMENT FLOOR PLAN

SCALE: 1/8" = 1'-0"


4
4.5
01
A115
DATA
B104
T/O
B104
STRUCTURE ABOVE
SLOPES DOWN
13
A501
PLUMBING / MECHANICAL
B103
01
A601
01
A402
PROPERTY LINE
44'-0 3/4"
UNISEX
B106
ELECTRICAL
B102
B102
B101
M
SM
B
FIRE PUMP
B101
REF
A1
A
0
4'
8'
16'

First Floor Lobby

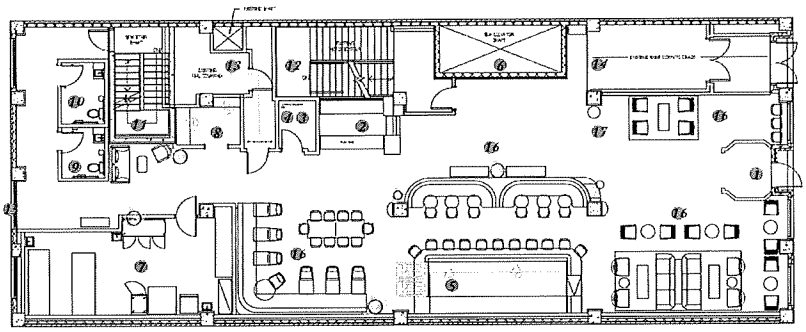
Seat Count

Bar - 11
Lounge - 70

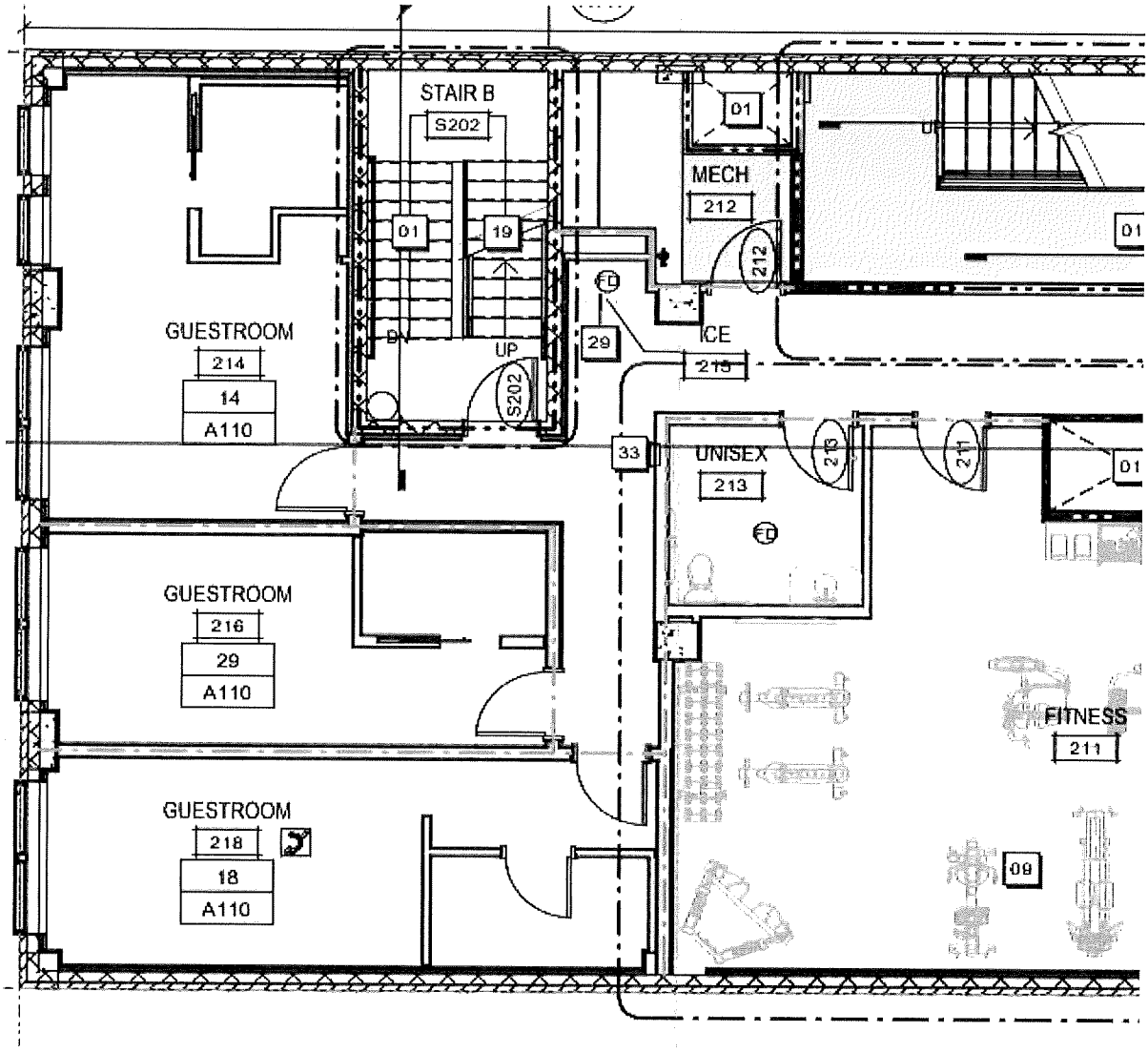
Total - 81

Legend

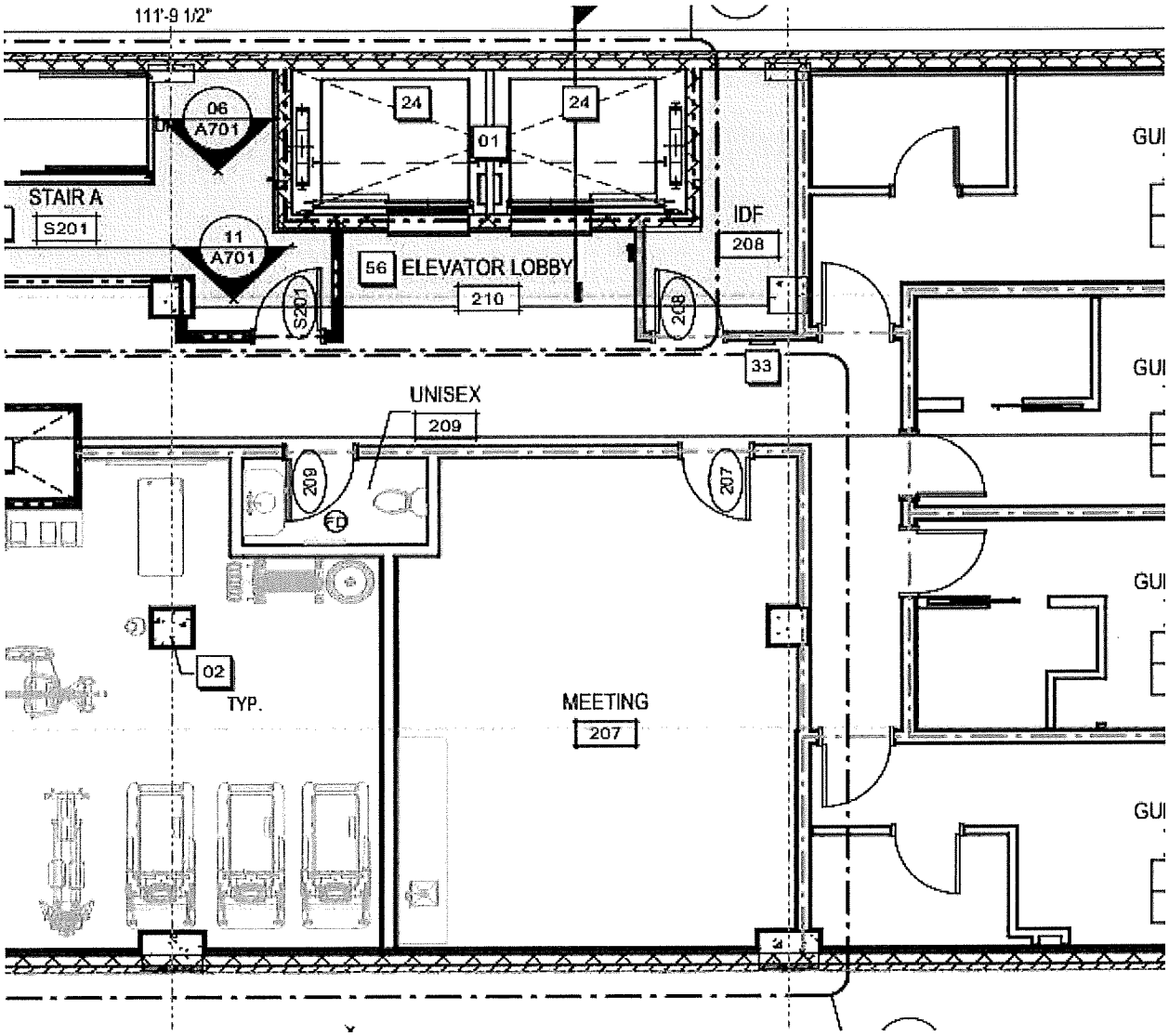
1. Entrance
2. Concierge
3. BOH Concierge
4. Luggage Room
5. Cocktail Bar
6. Elevator
7. BOH Kitchen Support
8. Retail Area
9. Standard Restroom
10. ADA Restroom
11. New Stair
12. Historic Stair
13. Fire Command Center
14. ADA Entrance
15. New Exit
16. Lobby Lounges
17. Host Stand

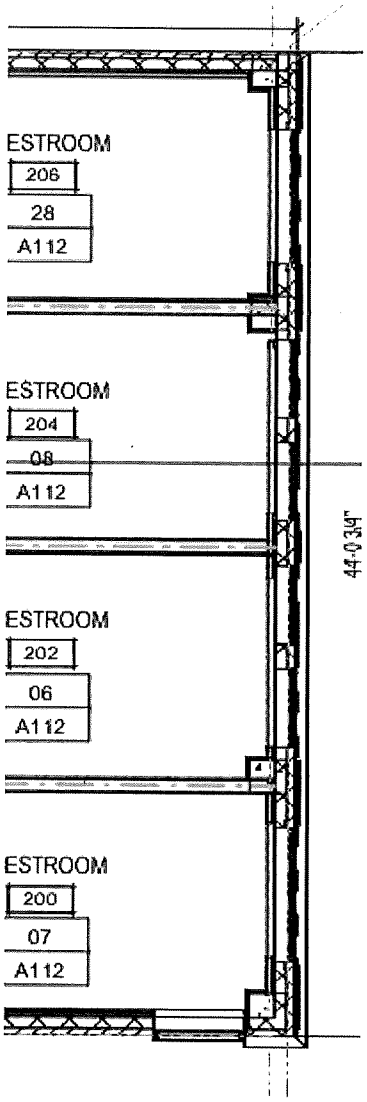


2nd floor	Room Type	Connecting	Pool	Accessible	Standard
200	Corner King		CKNG		No
202	King Standard		KING		Yes
204	King Standard		KING		Yes
206	Corner King View		CITY		No
214	Corner King View		CITY		No
216	King Standard		KING		Yes
218	Corner King		CKNG		No

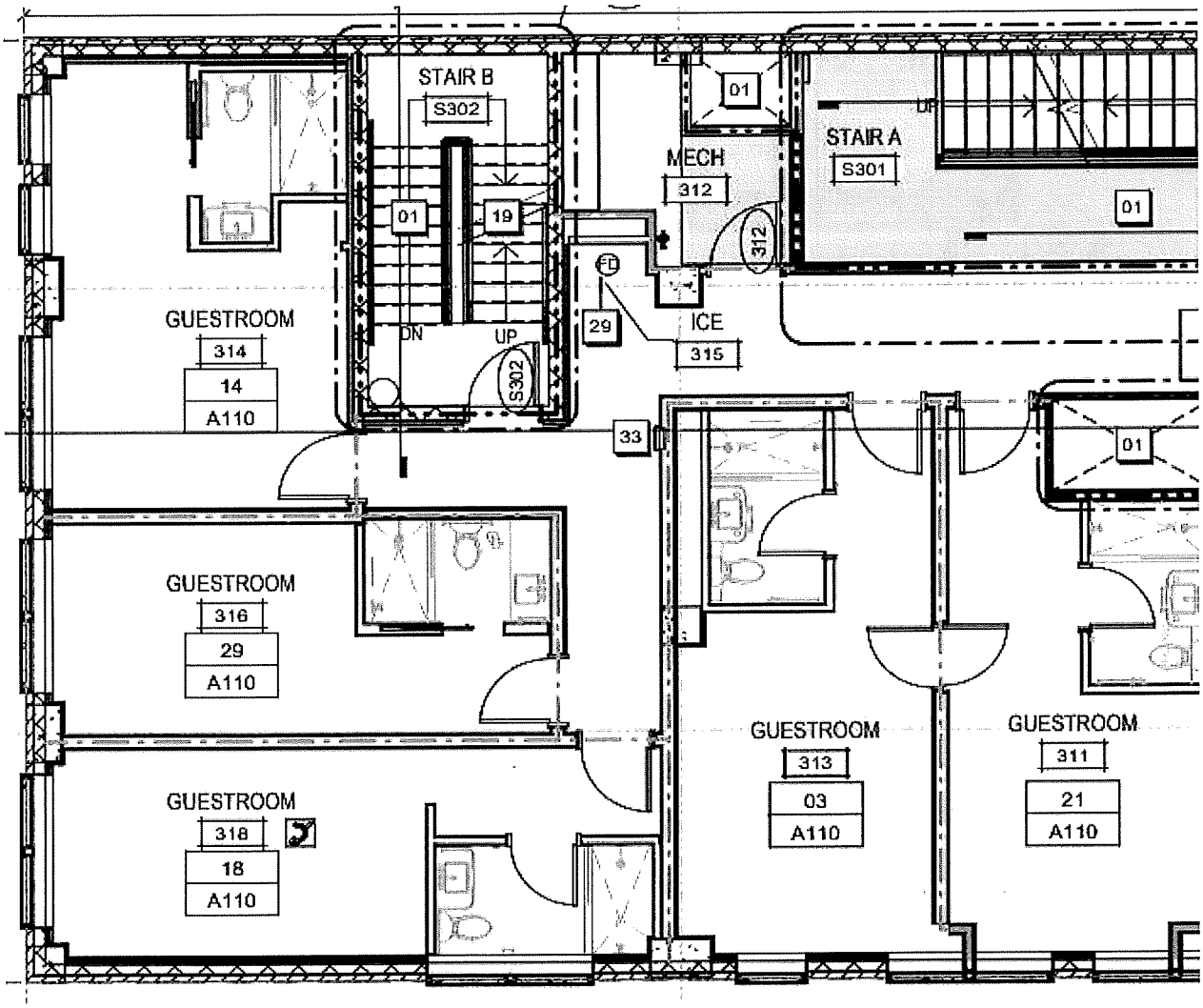


Premium
Yes
No
No
Yes
Yes
No
Yes

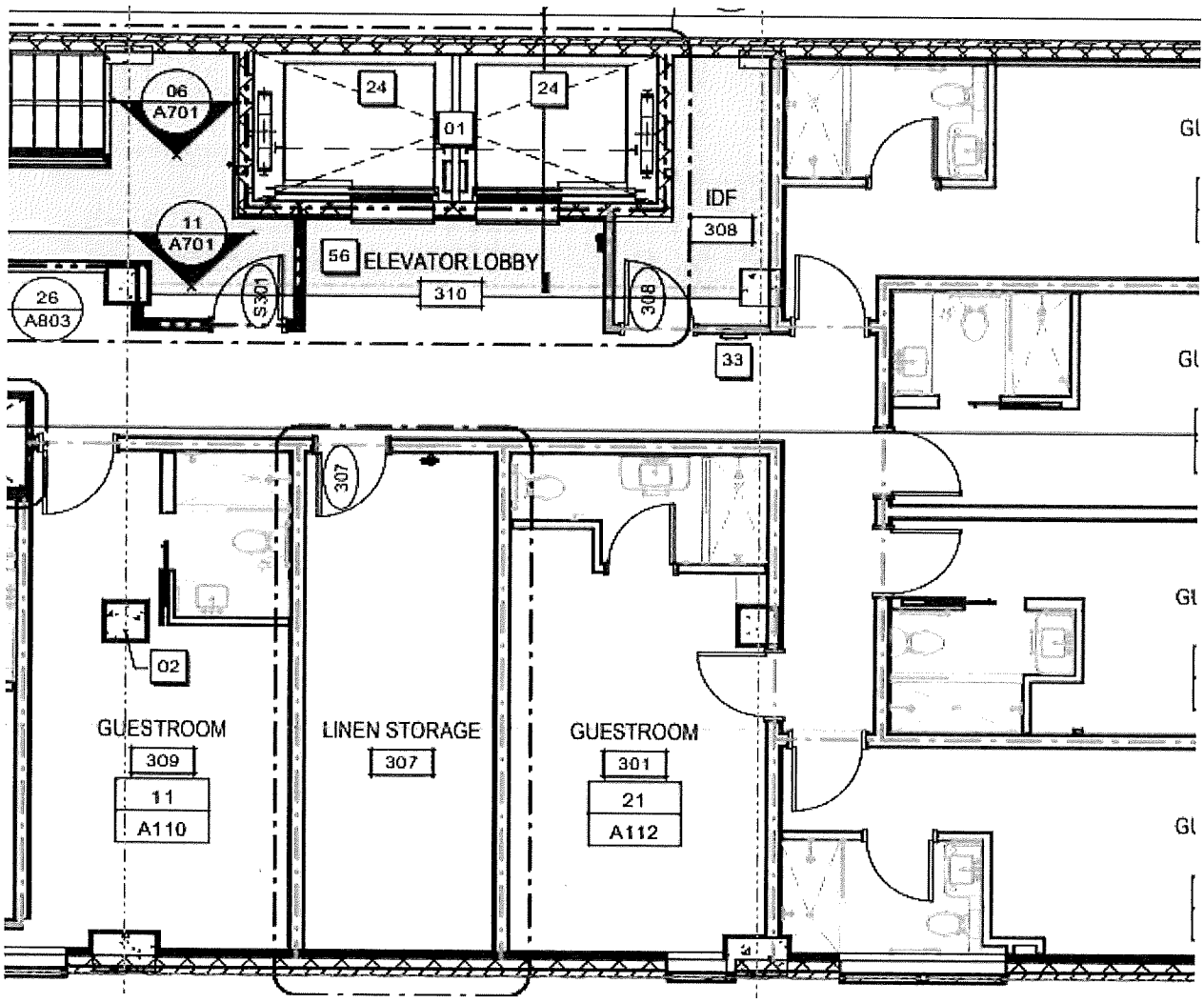


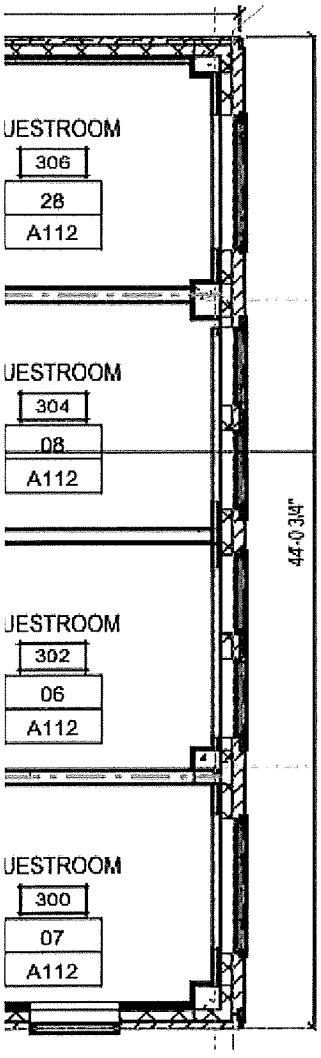

ESTROOM
206
28
A112
ESTROOM
204
08
A112
44-0 3/4"
ESTROOM
202
06
A112
ESTROOM
200
07
A112

3rd floor	Room Type	Connecting	Pool	Accessible	Standard
300	Corner King		CKNG		No
301	King Standard		KING		Yes
302	King Standard		KING		Yes
304	King Standard		KING		Yes
306	Corner King View		CITY		No
309	King Standard		KING		Yes
311	King Standard	to 313	KING		Yes
313	Double Queen Standard	to 311	QNQN		Yes
314	Corner King View		CITY		No
316	King Standard		KING		Yes
318	Corner King		CKNG		No

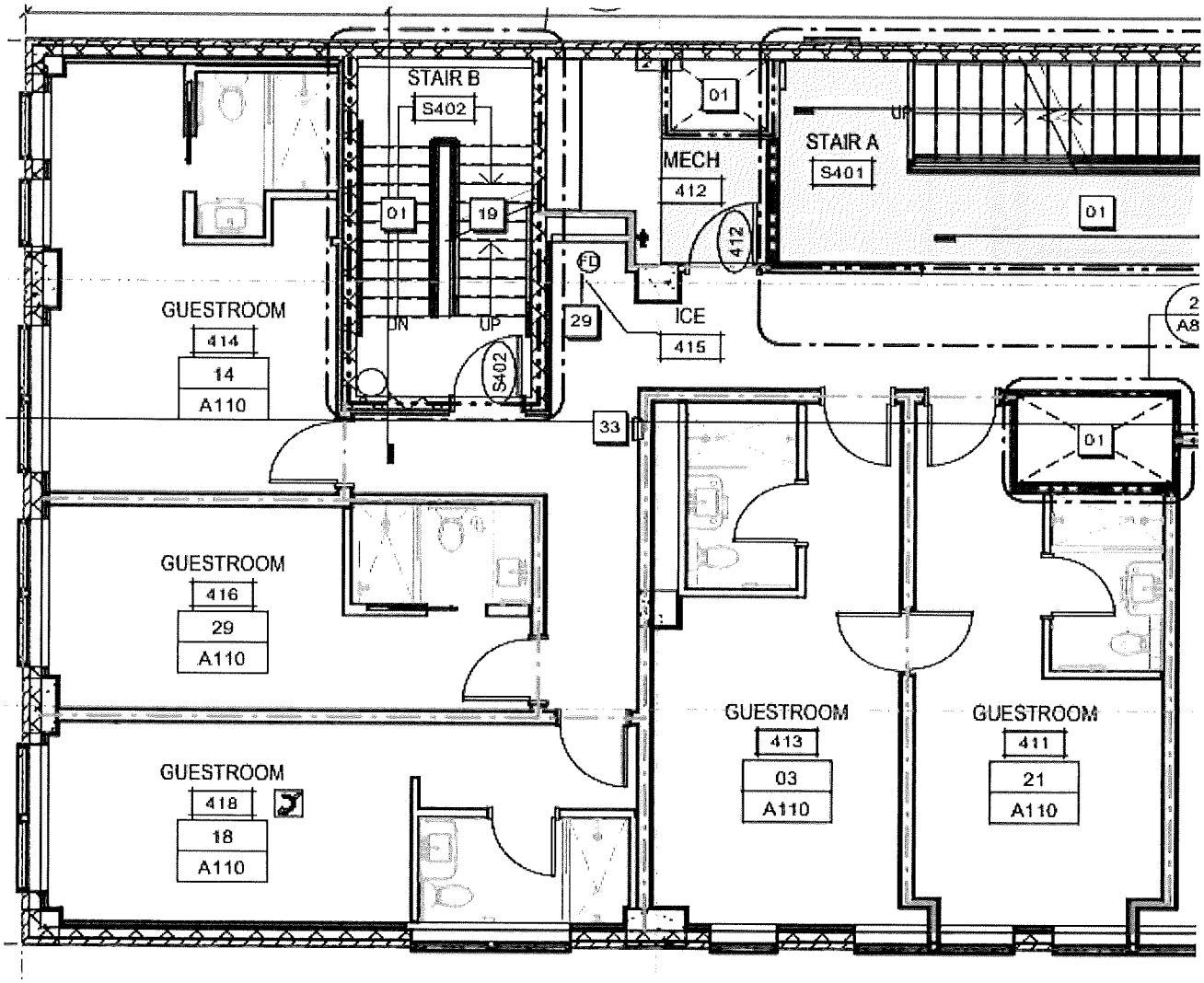


Premium
Yes
No
No
No
Yes
No
No
No
Yes
No
Yes

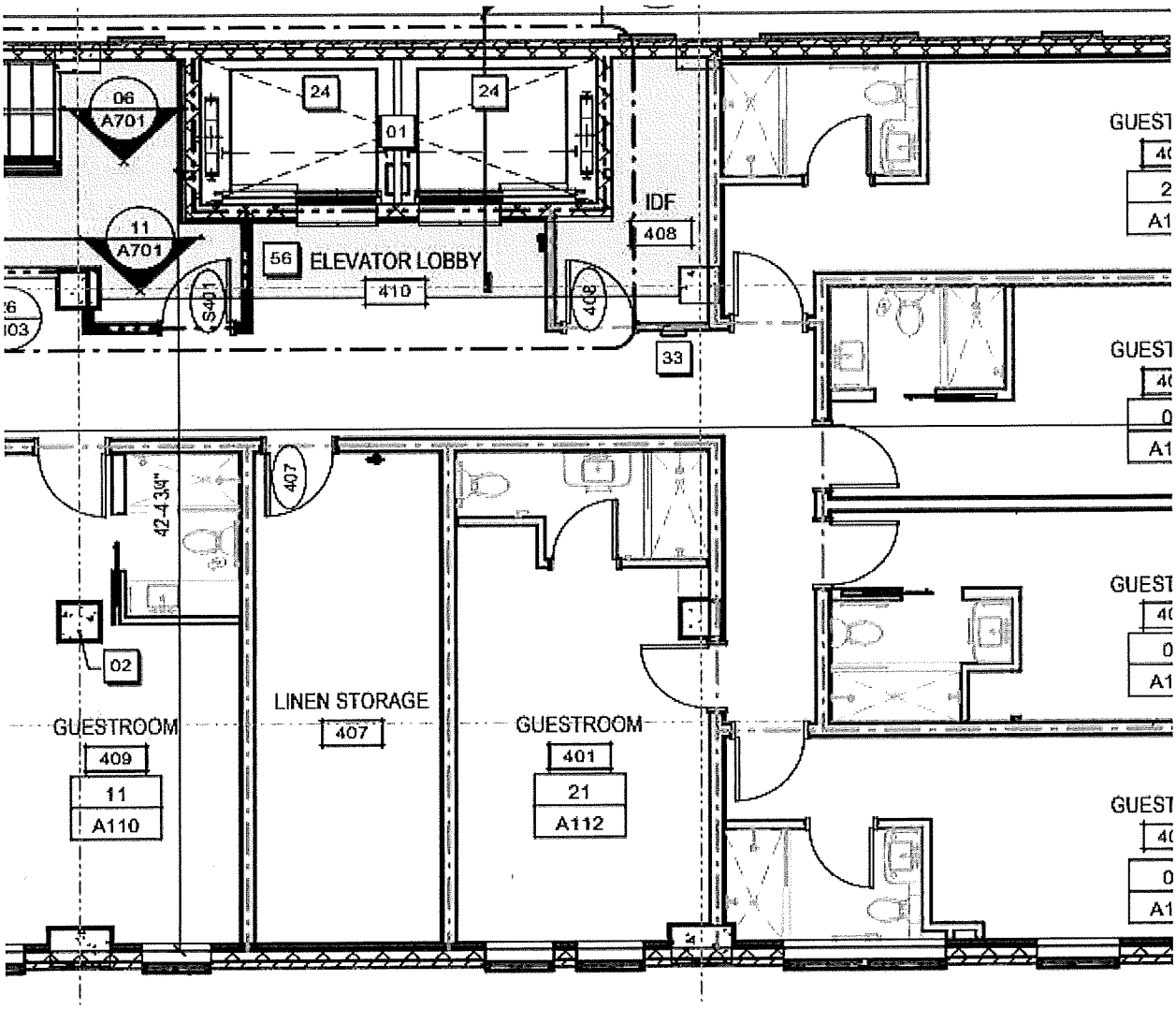


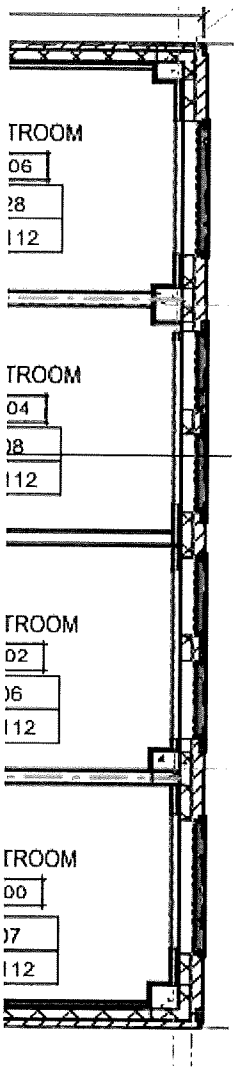

UESTROOM
306
28
A112
UESTROOM
304
08
A112
UESTROOM
302
06
A112
UESTROOM
300
07
A112
44'-0 3/4"

4th floor	Room Type	Connecting	Pool	Accessible	Standard
400	Corner King		CKNG		No
401	King Standard		KING		Yes
402	King Standard		KING		Yes
404	King Standard		KING		Yes
406	Corner King View		CITY		No
409	King Standard		KING		Yes
411	King Standard	to 413	KING		Yes
413	Double Queen Standard	to 411	QNQN		Yes
414	Corner King View		CITY		No
416	King Standard		KING		Yes
418	Corner King		CKNG		No

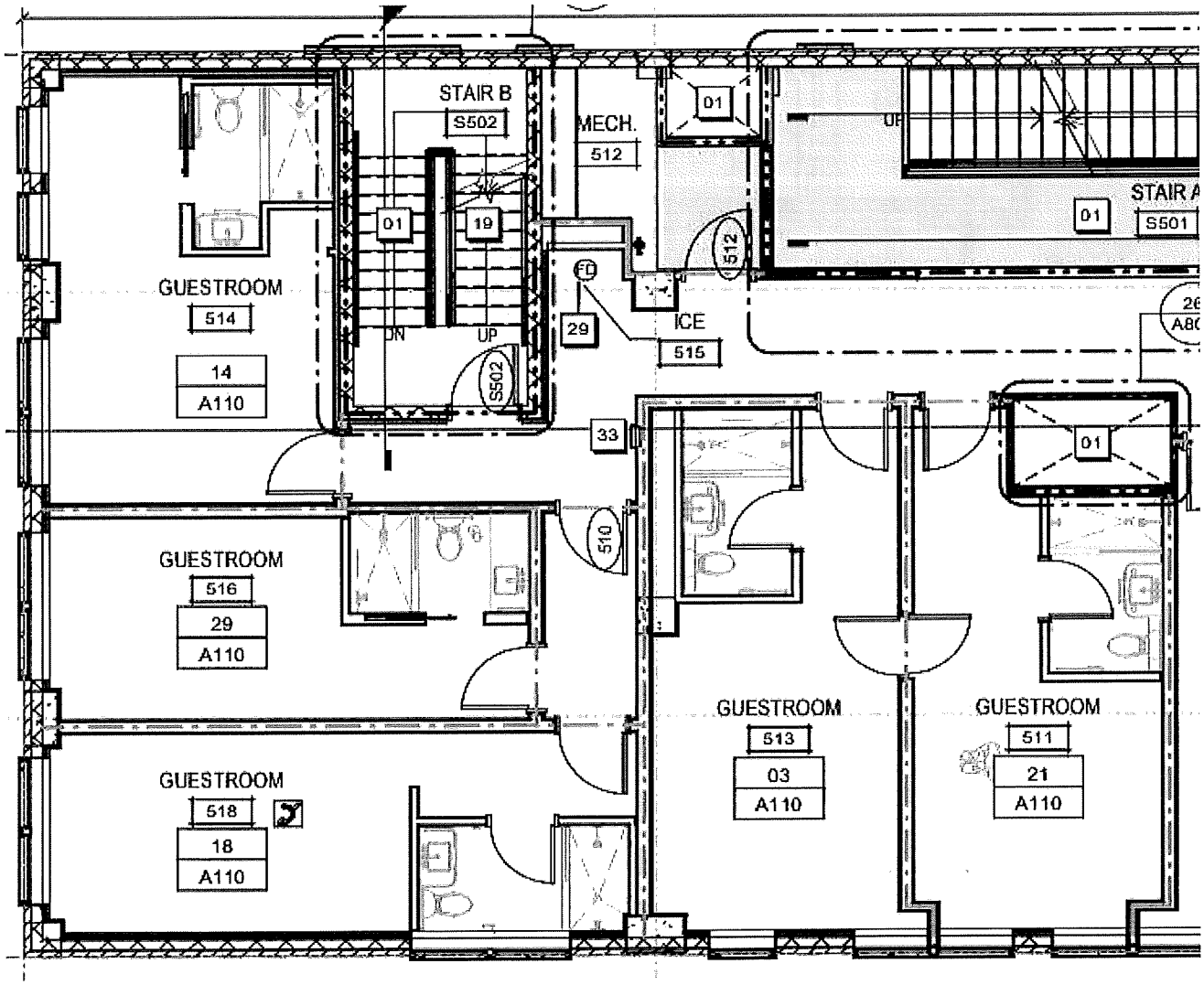


Premium
Yes
No
No
No
Yes
No
No
No
Yes
No
Yes



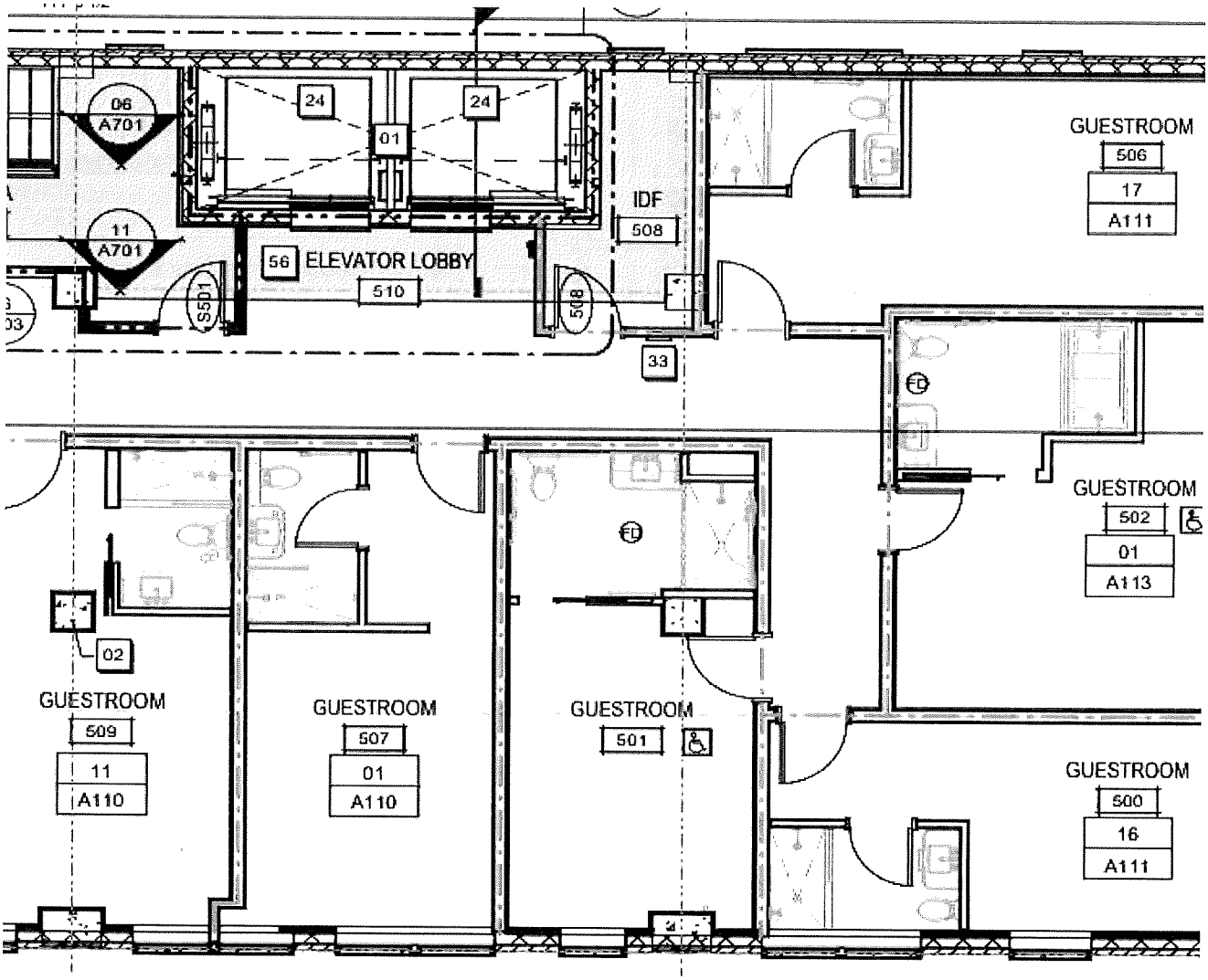

TROOM
06
28
112
TROOM
04
08
112
TROOM
02
06
112
TROOM
00
07
112

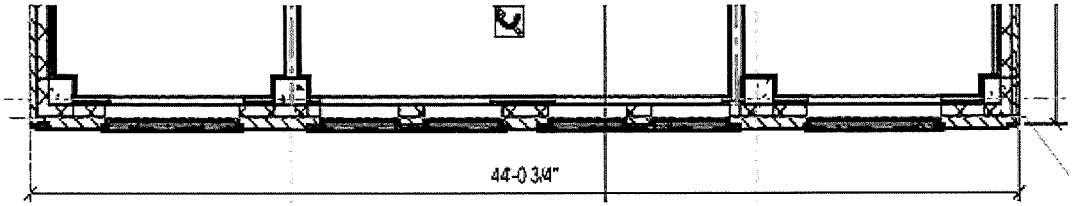
5th floor	Room Type	Connecting	Pool	Accessible	Standard
500	Corner King - High/View		CCTY		No
501	King Garden View		KTWS	Yes - Roll In	No
502	Jr Suite - King		JSTE	Yes - tub	No
506	Corner King - High/View		CCTY		No
507	Double Queen Garden View		QQSR		No
509	King Garden View		KTWS		No
511	King Garden View	to 513	KTWS		No
513	Double Queen Garden View	to 511	QQSR		No
514	Corner King		CKNG		No
516	King Standard		KING		Yes
518	Corner King		CKNG		No



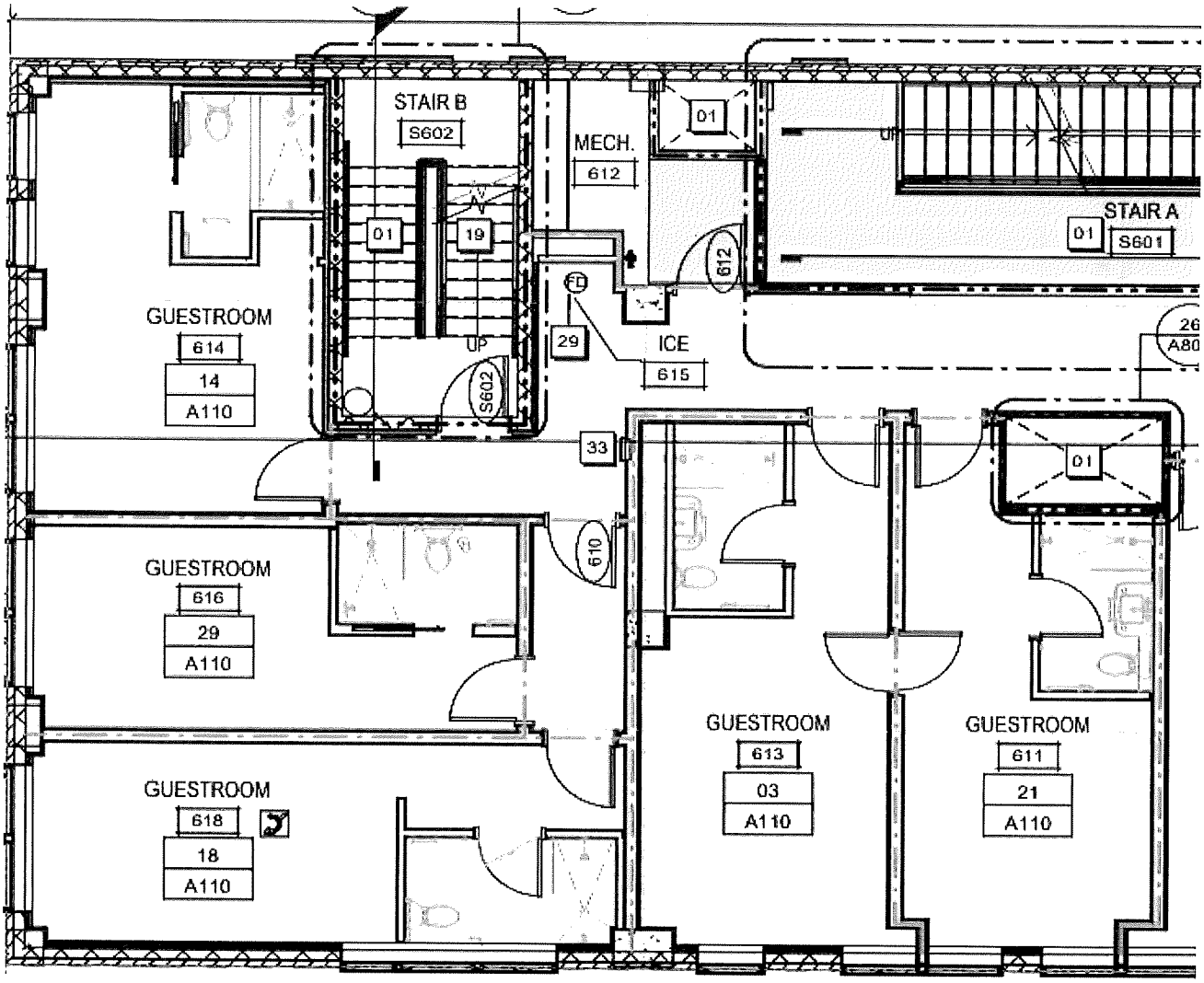
Premium
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
No
Yes

Plans read Jr Suite 502 is D/Q, but show King

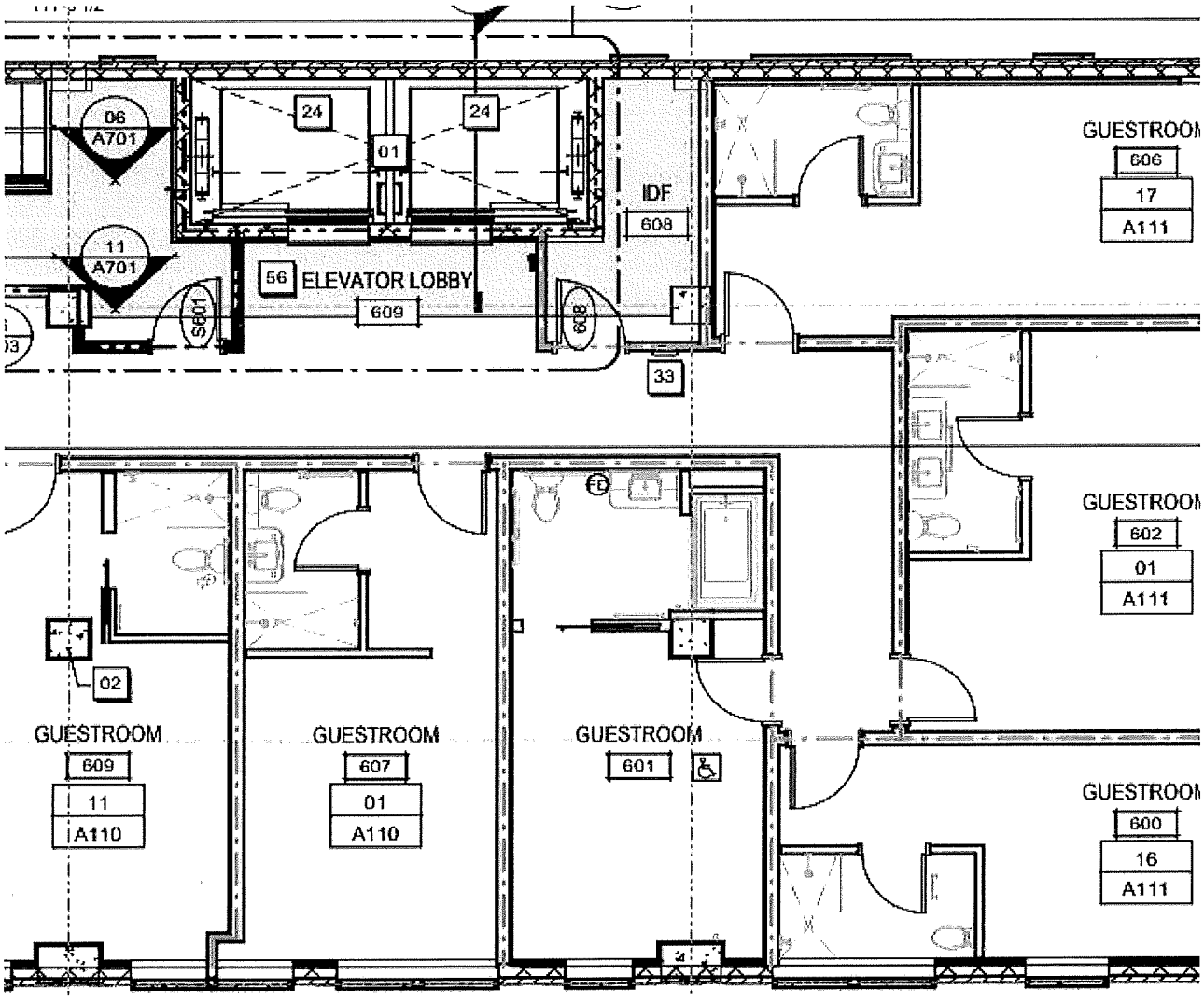


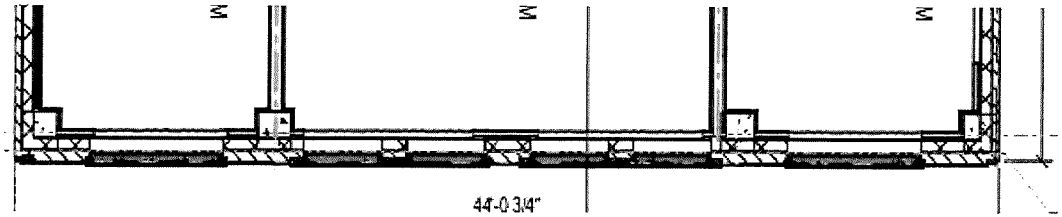

44-0 3/4"

6th floor	Room Type	Connecting	Pool	Accessible	Standard
600	Corner King - High/View		CCTY		No
601	King Garden View		KTWS	Yes - tub	No
602	Jr Suite King		JSTE		No
606	Corner King - High/View		CCTY		No
607	Double Queen Garden View		QQSR		No
609	King Garden View		KTWS		No
611	King Garden View	to 613	KTWS		No
613	Double Queen Garden View	to 611	QQSR		No
614	Corner King		CKNG		No
616	King Standard		KING		Yes
618	Corner King		CKNG	Yes - Hearing	No

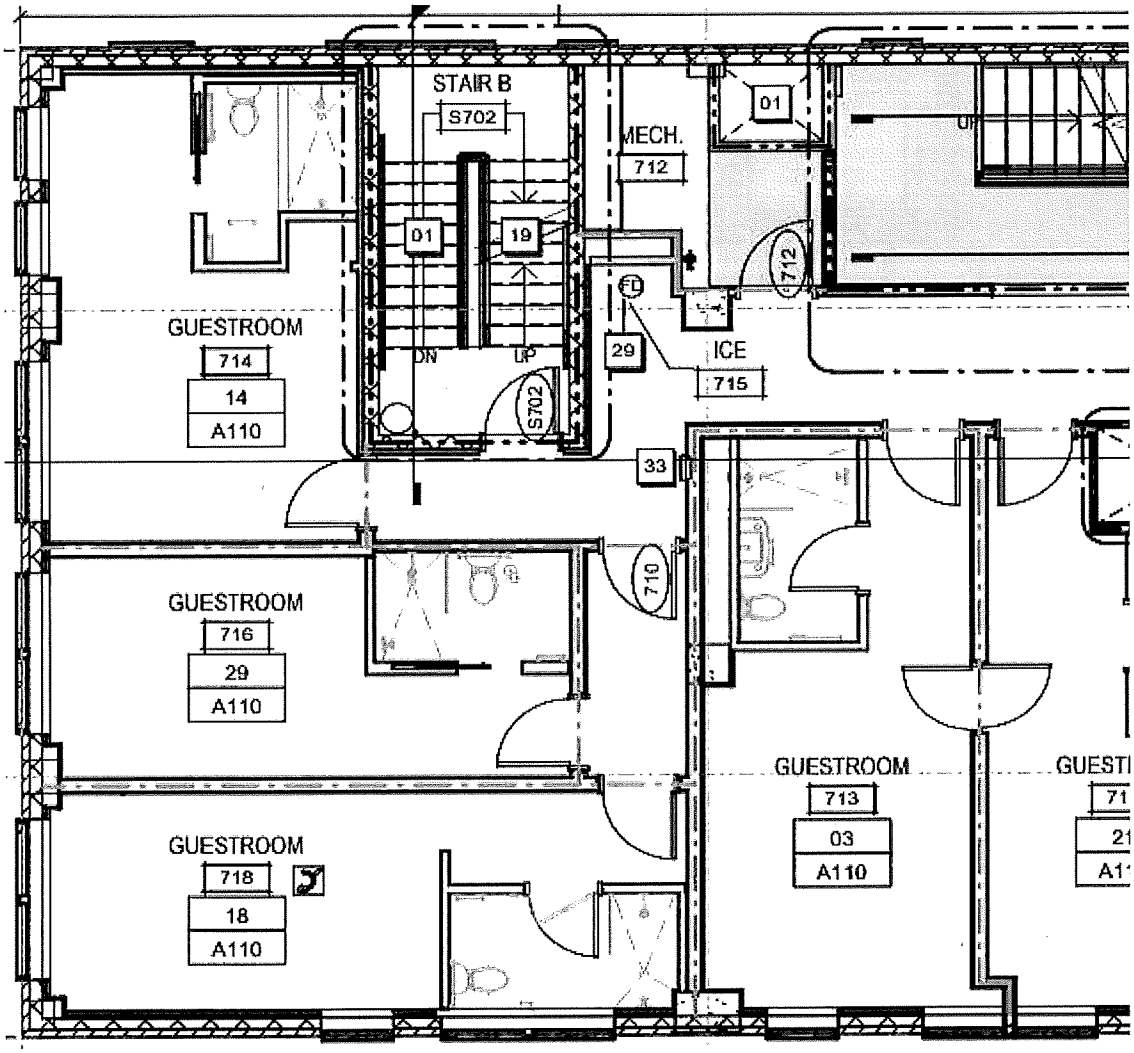


Premium
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
No
Yes



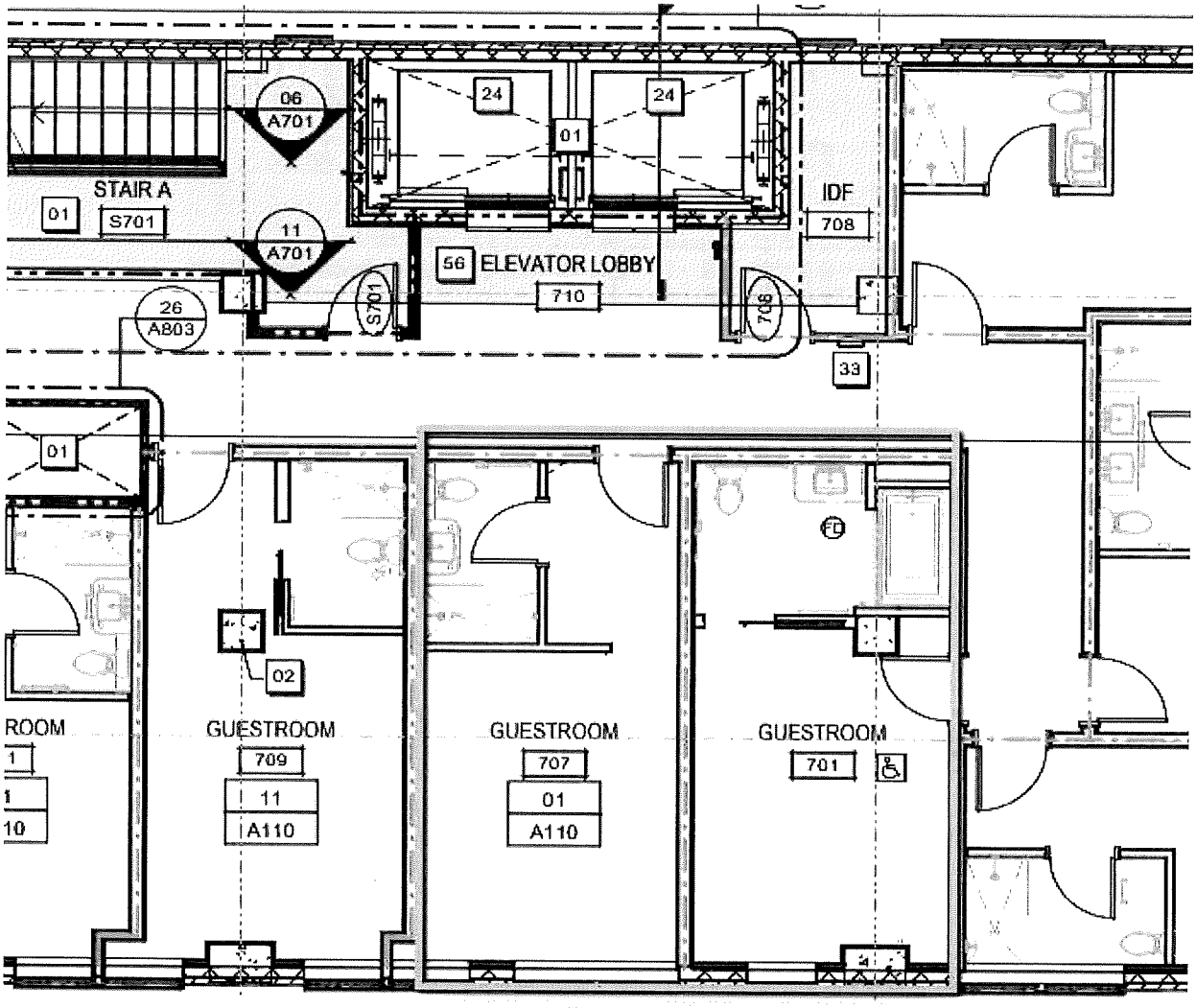

44'-0 3/4"

7th floor	Room Type	Connecting	Pool	Accessible
700	Corner King - High/View		CCTY	
701	King Suite		SUIT	Yes - tub
702	Jr Suite King		JSTE	
706	Corner King - High/View		CCTY	
709	King Garden View		KTWS	
711	King Garden View	to 713	KTWS	
713	Double Queen Garden View	to 711	QQSR	
714	Corner King		CKNG	
716	King Standard		KING	
718	Corner King		CKNG	

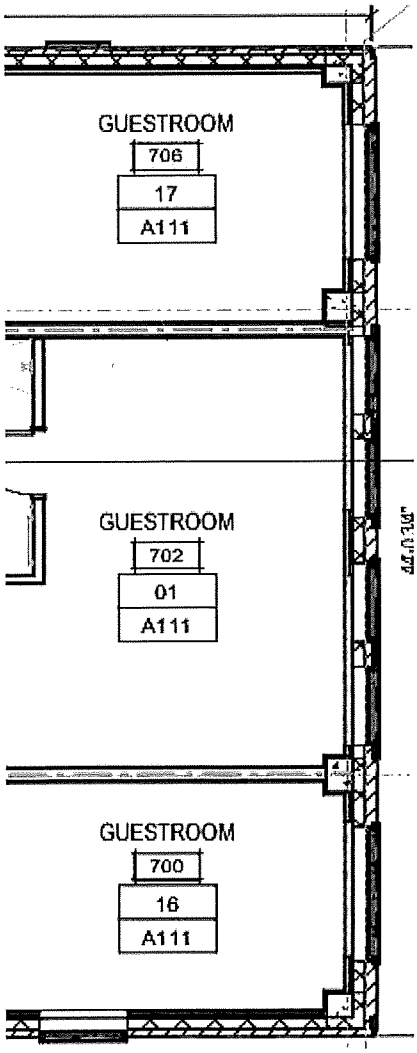


Standard	Premium
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
Yes	No
No	Yes

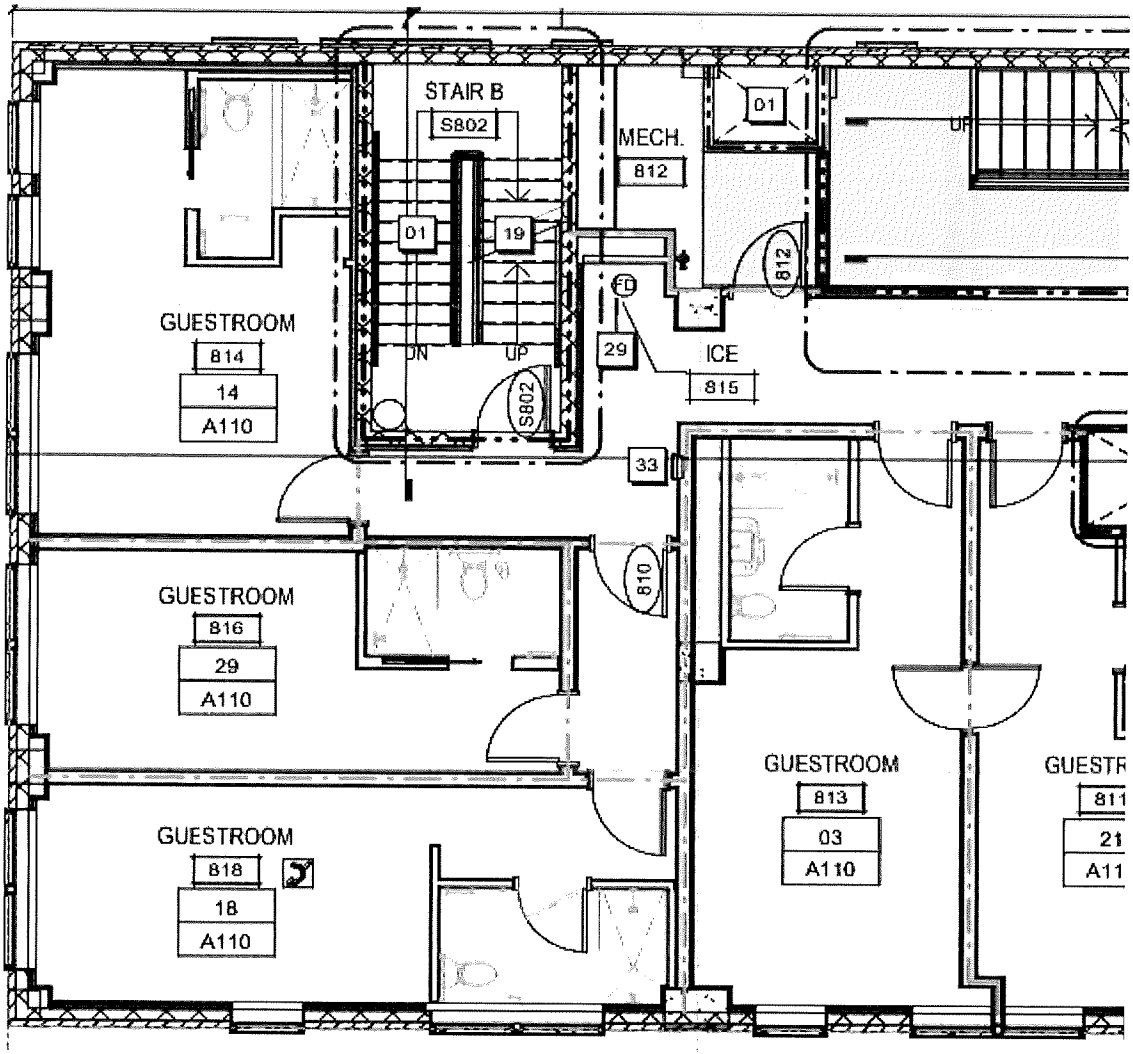
potentially change to Standard Double Queen due to suite conver



Potentially combine to create Suite (ADA)

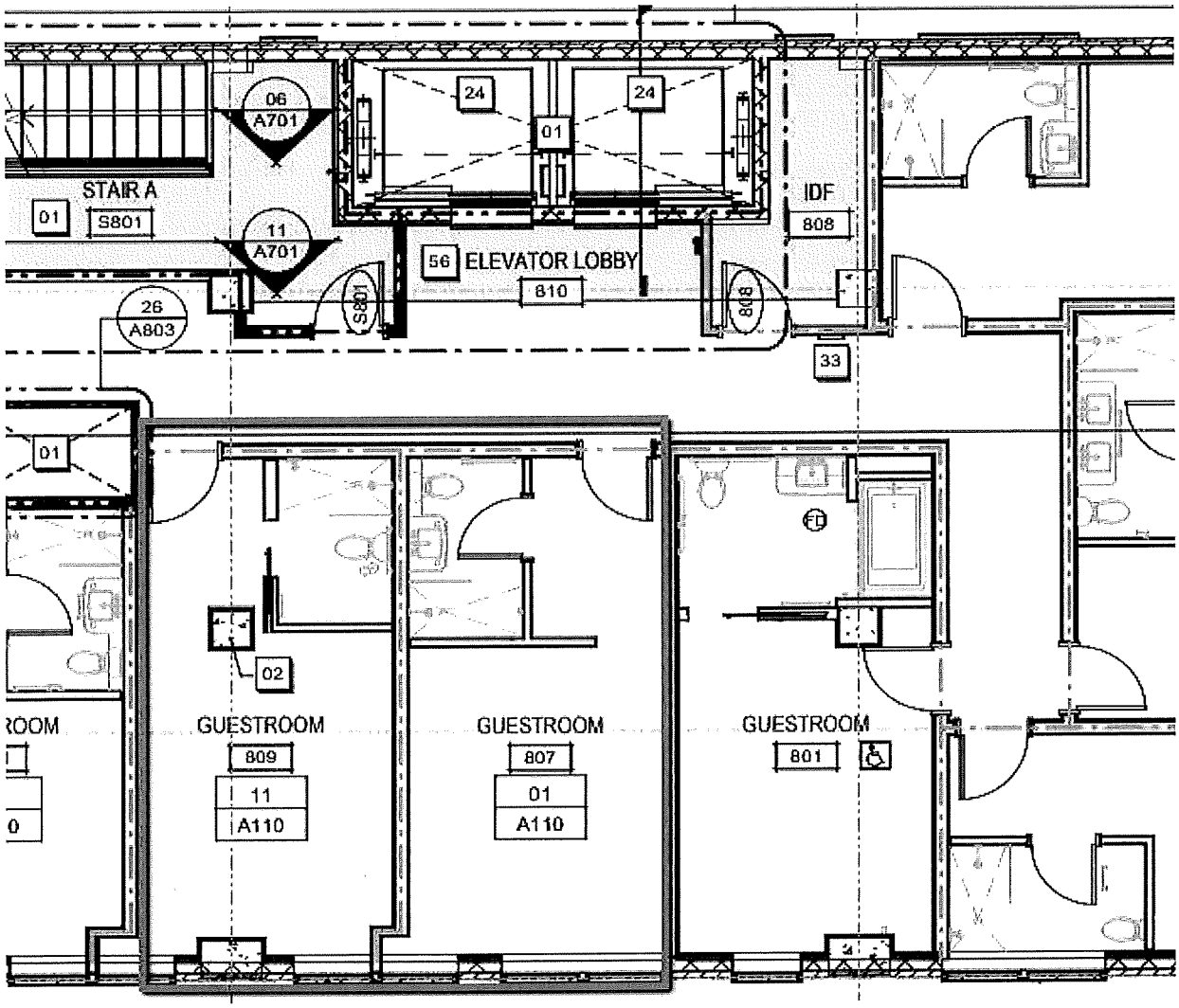

GUESTROOM
706
17
A111
GUESTROOM
702
01
A111
GUESTROOM
700
16
A111

8th floor	Room Type	Connecting	Pool	Accessible
800	Corner King - High/View		CCTY	
801	King Garden View		KTWS	yes - tub
802	Jr Suite King		JSTE	
806	Corner King - High/View		CCTY	
807	King Suite		SUIT	
811	King Garden View	to 813	KTWS	
813	Double Queen Garden View	to 811	QQSR	
814	Corner King		CKNG	
816	King Standard		KING	
818	Corner King		CKNG	

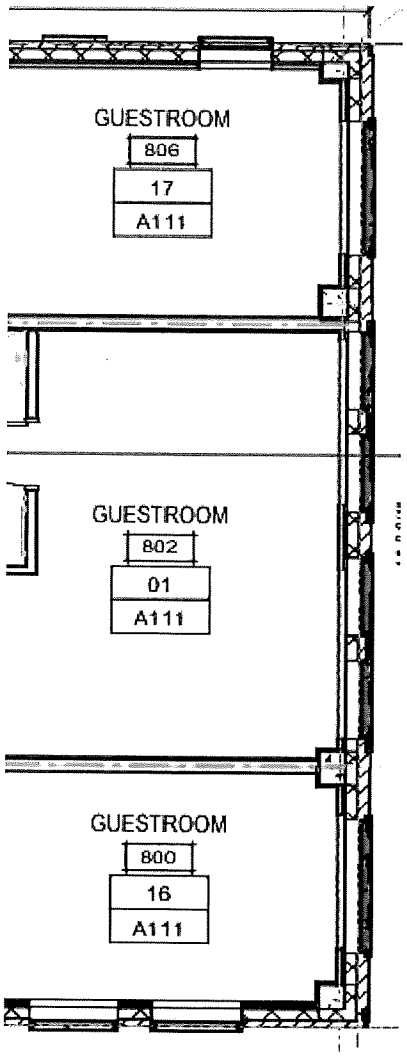


Standard	Premium
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
No	Yes
Yes	No
No	Yes

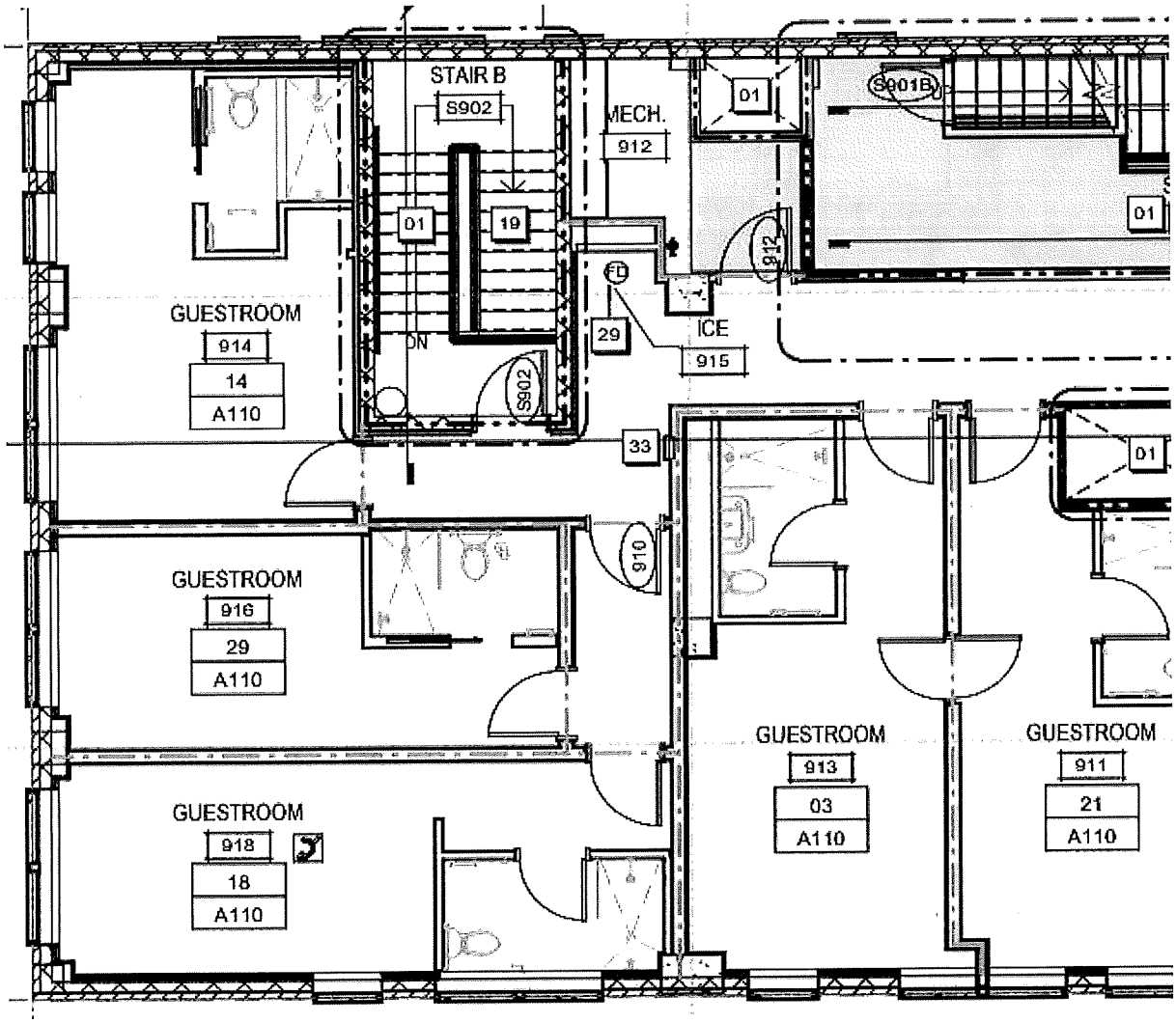
potentially change to Double Queen due to suite conversion



combine to create Suite

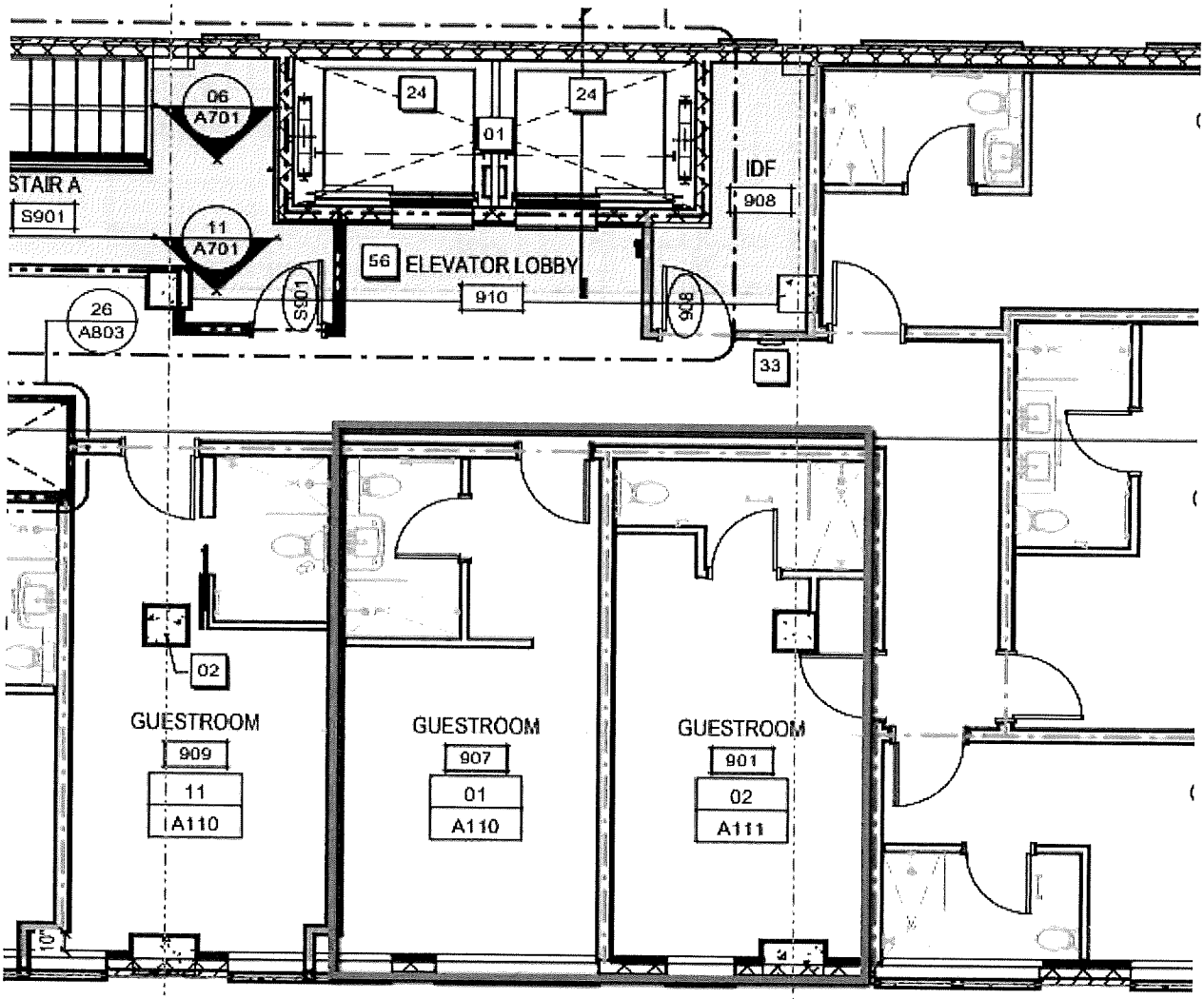

GUESTROOM
806
17
A111
GUESTROOM
802
01
A111
GUESTROOM
800
16
A111

9th floor	Room Type	Connecting	Pool	Accessible	Standard
900	Corner King - High/View		CCTY		No
902	Jr Suite King		JSTE		No
906	Corner King - High/View		CCTY		No
907	King Suite		SUIT		No
909	King Garden View		KTWS		No
911	King Garden View	to 913	KTWS		No
913	Double Queen Garden View	to 911	QQSR		No
914	Corner King		CKNG		No
916	King Standard		KING		Yes
918	Corner King		CKNG		No

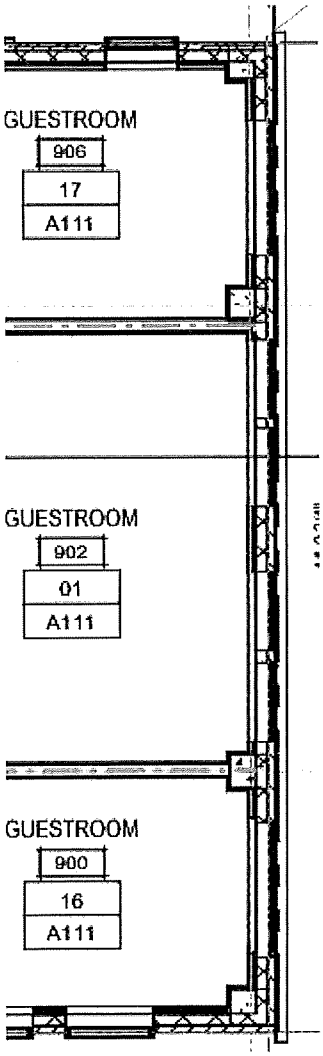


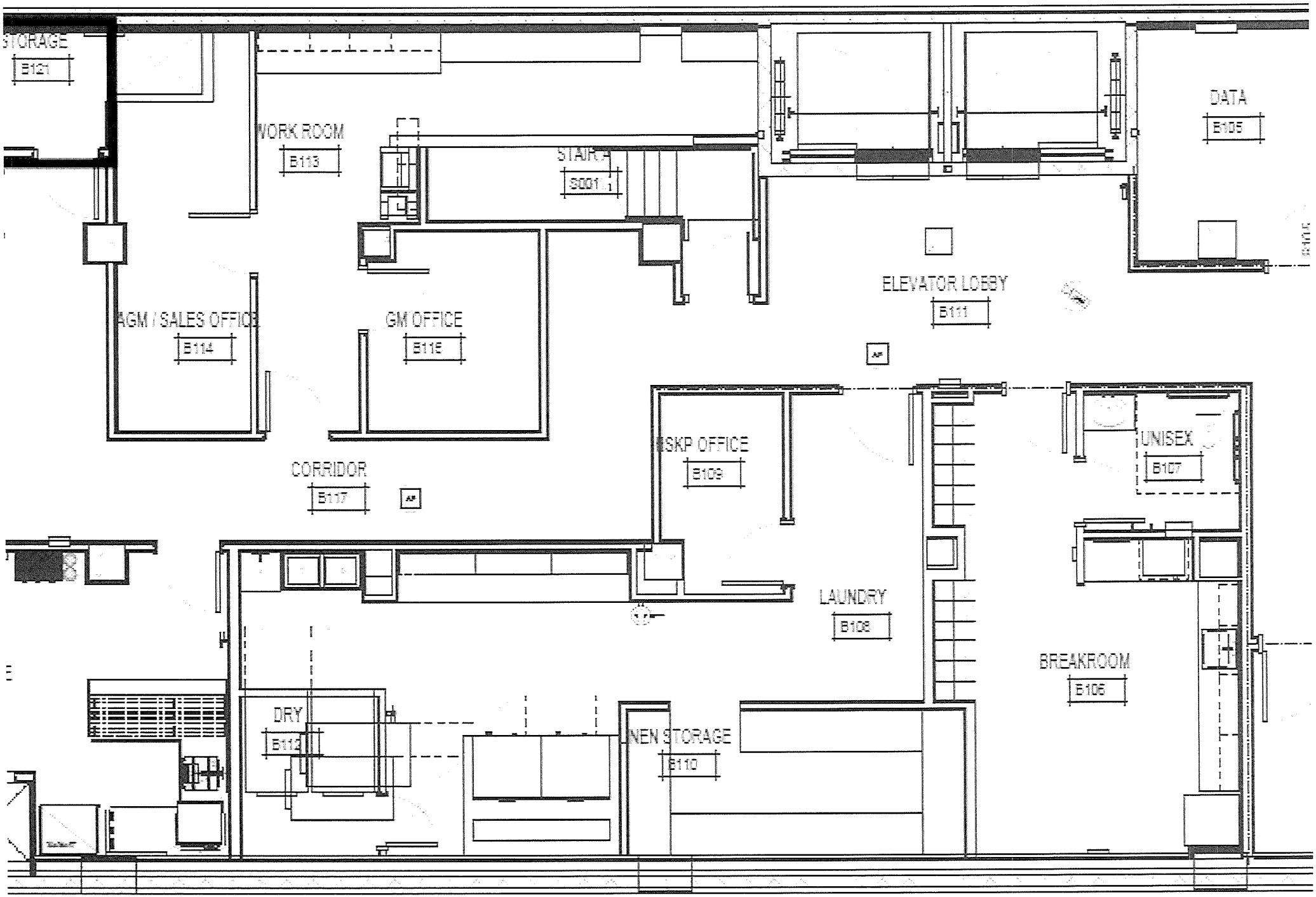
Premium
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
No
Yes

potentially change to Standard Double Queen due to suite conversion



Combine to create Suite


GUESTROOM
906
17
A111
GUESTROOM
902
01
A111
GUESTROOM
900
16
A111


STORAGE
B121
WORK ROOM
B113
STAIR A
S001
DATA
B105
ELEVATOR LOBBY
B111
AGM / SALES OFFICE
B114
GM OFFICE
B115
SKP OFFICE
B109
UNISEX
B107
CORRIDOR
B117
LAUNDRY
B108
BREAKROOM
B106
DRY
B112
LINEN STORAGE
B110

DOWNSTAIRS — 45 - 60 SEATS
PDR — 14 SEATS

THE GALLERY

1/15/27 OPENING

For The Gallery, this heritage menu pays homage to Wisconsin classics but with bold new flavors and unique presentations. The breakfast and lunch menus take inspiration from the core dinner menu - limited in selections to focus on "best of" items for morning and mid-day. The Quorum menu is as much about cuisine as it is performance, with several items that will deliver a bit of theater to private dining events.

All-Day Supper Club

Breakfast • Lunch • Dinner • Bar

Classic Midwestern and supper-club staples, edited and refined. Comfort first. Precision always.

DINNER

Supper club favorites with modern execution.

Starters

- Shrimp Cocktail, Horseradish
- Smoked beet tartare
- Sloppy Joes and Gougeres
- Supper Club Relish Tray (Pickled Vegetables, Deviled Eggs,chiken liver mousse,Rye Bread)

Mains

- Chicken Schnitzel, Lemon, Parsley
- Walleye, Brown Butter, Capers
- Short Rib Stroganoff, Egg Noodles (can be made vegetarian)
- Prime Rib (limited nightly cut)

SOMETHING VEGETARIAN
CASSEROLE
FILET & IV STRIP

Sides (à la carte)

- Crispy Hash Browns
- Creamed Spinach
- Buttered Green Beans
- Loaded Baked Potato

SEASONAL MARKET SIDE

Dessert

- Grasshopper Pie
- Old-Fashioned Sundae
- Brandy Alexander Affogato
- Chocolate Cake, oreo crumble

BREAKFAST

Simple, craveable, Wisconsin-centric.

- Soft Scrambled Eggs, Fresh Cheese Curds, on hash brown
- Steel-Cut Oats, Maple Syrup, Brown Butter, seasonal Fruit
- Breakfast Sandwich, Sausage, American Cheese, Bearnaise, English Muffin
- Smoked Trout Toast, Dill Cream Cheese, Lemon, Rye
- Local Pastries (rotating)

Morning Drinks

- Coffee & espresso service
- Bloody Mary (house mix, restrained heat)

LUNCH

Approachable classics for business lunches and locals.

- Chopped Wedge, Blue Cheese, Crispy Onion (protein option)
- Market Vegetable Salad (rotating Favorite)
- Local Greens with garlic croutons and beer vinaigrette
- Turkey Club, Smoked Turkey, Bacon, Bibb Lettuce
- Patty Melt, American Cheese, Caramelized Onion
- Lake Perch Sandwich, Tartar Sauce, Lemon
- Prime Rib French Dip
- Soup du Jour (Chicken Wild Rice, Beef Barley, Cream of Mushroom)

SALAD SOMETHING FRESH

MARKET SALAD – NOW EVERY WEEK DEPENDING ON AVAILABILITY W/ THE MARKET ACROSS THE STREET.

THE QUORUM

Upstairs Supper Club

Friday–Sunday Only | Tasting Menu

Positioning
A ceremonial dining room focused on indulgence, nostalgia, and hospitality.
Not experimental fine dining—**elevated tradition with polish and confidence.**

Format

- Prix fixe / tasting menu only
- 5–7 courses
- Jacket-friendly, celebratory atmosphere
- Tableside service moments built into the flow

SAMPLE TASTING MENU

(Menu rotates seasonally)

Opening Ritual

- Martini Service & Gougères
- Amuse: Beef Consommé, Sherry, Chive

Cold Course

- Shrimp Louis, Avocado, Bibb Lettuce
  or
- Beef Tartare, Egg Yolk, Rye Crisp

Tableside Moment

- Classic Caesar Salad

Fish

- Walleye, Brown Butter, Capers, Almond
  or
- Lobster Thermidor (modernized, restrained)

Mid Course

- Chicken à la King, Puff Pastry
  or
- Sweetbread Schnitzel, Lemon

Main

- Beef Wellington, Bordelaise
  or
- Venison Loin, Juniper, Cherry

Dessert (table-side)

- Baked Alaska
  or
- Crepe Suzette

Finale

- Mignardises
- Old-Fashioned Gummies

BEVERAGE – THE QUORUM

- Martini-first culture
- Tight, classic wine list
- Optional brandy or whiskey pairing instead of wine
- Tableside decanting when appropriate

SIGNATURE EXPERIENCE: THE MARTINI CART

A defining ritual across both venues

Experience

- Tableside service with chilled glassware, premium ice, and classic garnishes **(Think Duke's London)**
- Offered nightly in **The Gallery** and as a **mandatory opening ritual** in **The Quorum**
- Creates theater, reinforces luxury, and differentiates the hotel experience

Martini Options

- Classic Gin Martini (lemon or olive)
- Vodka Martini (stirred, ice-cold)
- Gibson with house-pickled onions
- 50/50 Martini
- Seasonal or spirit-forward variation

Optional enhancements:

- Guest-guided vermouth selection
- Choice of garnish
- Custom branded glassware

BAR PROGRAM

Classic, cold, and comforting.

Signature Drinks

- Brandy Old Fashioned (Sweet or Sour)
- Gin or Vodka Martini
- Pink Squirrel
- Grasshopper
- Seasonal Tom & Jerry

Beer & Wine

- Wisconsin-forward beer list
- Steakhouse-style wine program Big Reds, lots of bubbles

D, S, BE

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94147

File ID:	94147	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/24/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Madison Public Market Bar Corporation • dba Madison Public Market
202 N First St • Agent: Keisha Harrison
Estimated Capacity (in/out): 750/230
Class B Combination Liquor & Beer • 100% alcohol, 0% food
Police Sector 501 (District 12)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00707 App.pdf, LICLIB-2026-00707 Supplemental.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/24/2026	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

Text of Legislative File 94147

Title

Public Hearing - New License
Madison Public Market Bar Corporation • dba Madison Public Market
202 N First St • Agent: Keisha Harrison
Estimated Capacity (in/out): 750/230
Class B Combination Liquor & Beer • 100% alcohol, 0% food
Police Sector 501 (District 12)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94147

1663

Liquor/Beer License Application

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

(Agenda Item Number)

(Legistar file number)

(License number) LCLIB-2026-00707

(Alder District #) 12 (Police Sector) 501

Office Use Only

Class A: ☐ Beer, ☐ Liquor, ☐ Cider
Class B: ☑ Beer, ☑ Liquor,
☑ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☑ Corporation/Nonprofit Organization or ☐ Limited Liability Company exactly as it appears on your State Seller's Permit.

   MADISON PUBLIC MARKET BAR CORPORATION

2. Trade Name (doing business as) _____

3. Address to be licensed 202 N 1ST ST, SUITE 810, MADISON WI 53704

4. Mailing address 202 N 1ST ST, SUITE 810, MADISON WI 53704

5. Anticipated opening date 11/01/2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☑ No ☐ Yes (explain)

   _____

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☑ No ☐ Yes (explain)

   _____

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   MADISON PUBLIC MARKET. 45,000 SF BUILDING WITH MULTIPLE INDIVIDUAL SUITES, EVENT SPACE, COMMERCIAL KITCHEN, DRY AND COLD STORAGE AREAS, AND PATIO AREAS SURROUNDING THE PERIMETER OF THE BUILDING. THIS LICENSE WILL COVER ALL AREAS OF THE BUILDING, EXCEPT THE INDIVIDUAL SUITES, AND THE PATIO AREA ADJACENT TO SUITE 100. THE BAR AREA CONSISTS OF 525 SF WITHIN A 1,051 SF SPACE AND HAS LOCKABLE STORAGE. FOOD IS AVAILABLE FROM THE OTHER SUITES.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 750 Outdoor: 230

10. Describe existing parking and how parking lot is to be monitored.

    THE MARKET HAS 106 PARKING SPACES IN A PARKING LOT ADJACENT TO THE BUILDING. THERE WILL BE SECURITY GUARDS MONITORING ENTIRE CAMPUS.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

    ☑ No ☐ Yes, license issued to _____ (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent KEISHA HARRISON

13. City, state in which agent resides SUN PRAIRIE WI

14. How long has the agent continuously resided in the State of Wisconsin? 2 YEARS

15. Has the liquor license agent completed the responsible beverage server training course?

    ☑ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.
    WI 03/13/2026

17. In the table below list the directors of your corporation or the members of your LLC.
    ☑ Attach background check forms for each director/member.

Title	Name	City and State of Residence
MEMBER	KEISHA HARRISON	SUN PRAIRIE WI
MEMBER	ANYA FIRSZT	MADISON WI
MEMBER	ERIK LARSON	MADISON WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.
    KEISHA HARRISON

19. Is applicant a subsidiary of any other corporation or LLC?

    ☑ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

    ☑ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☐ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☑ Other MADISON PUBLIC MARKET

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
11 AM - 7 PM	-	-	11 AM - 9 PM	11 AM - 9 PM	11 AM - 9 PM	11 AM - 10 PM
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. NONE

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
100 % Alcohol _____ % Food _____ % Other

If applicable, describe "Other": FOOD IS AVAILABLE THROUGHOUT THE MARKET VIA OTHER SUITES.

Do you have written records to document the percentages shown? ☑ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☑ Yes—what kind? _____

MUSICIANS, SINGERS, DJs

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☑ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☑ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☑ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☑ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☑ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☑ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☑ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☑ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☑ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 27 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 6 3 6 3 9 5 - 0 2

39. Federal Employer Identification Number 41-5116841

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person KEISHA HARRISON

Business phone 608-421-8209 Business e-mail address MARKETBAR@MADISONPUBLICMARKET.ORG

Preferred language ENGLISH

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☑ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name WEST FOSTER

Phone 608.268.0076 E-mail west@scholznonprofitlaw.com

NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☑ Floor Plans, ☑ Copy of Lease, ☑ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

Kristy Hanson
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

07-17-2020
(Date)

Clerk's Office checklist for complete applications		
☐ WI Seller's Permit Certificate (matching articles of incorporation) ☐ FEIN ☐ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☐ *Articles of Incorporation ☐ *Appointment of Agent * Corporation/LLC only	☐ Floor Plans ☐ Lease ☐ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

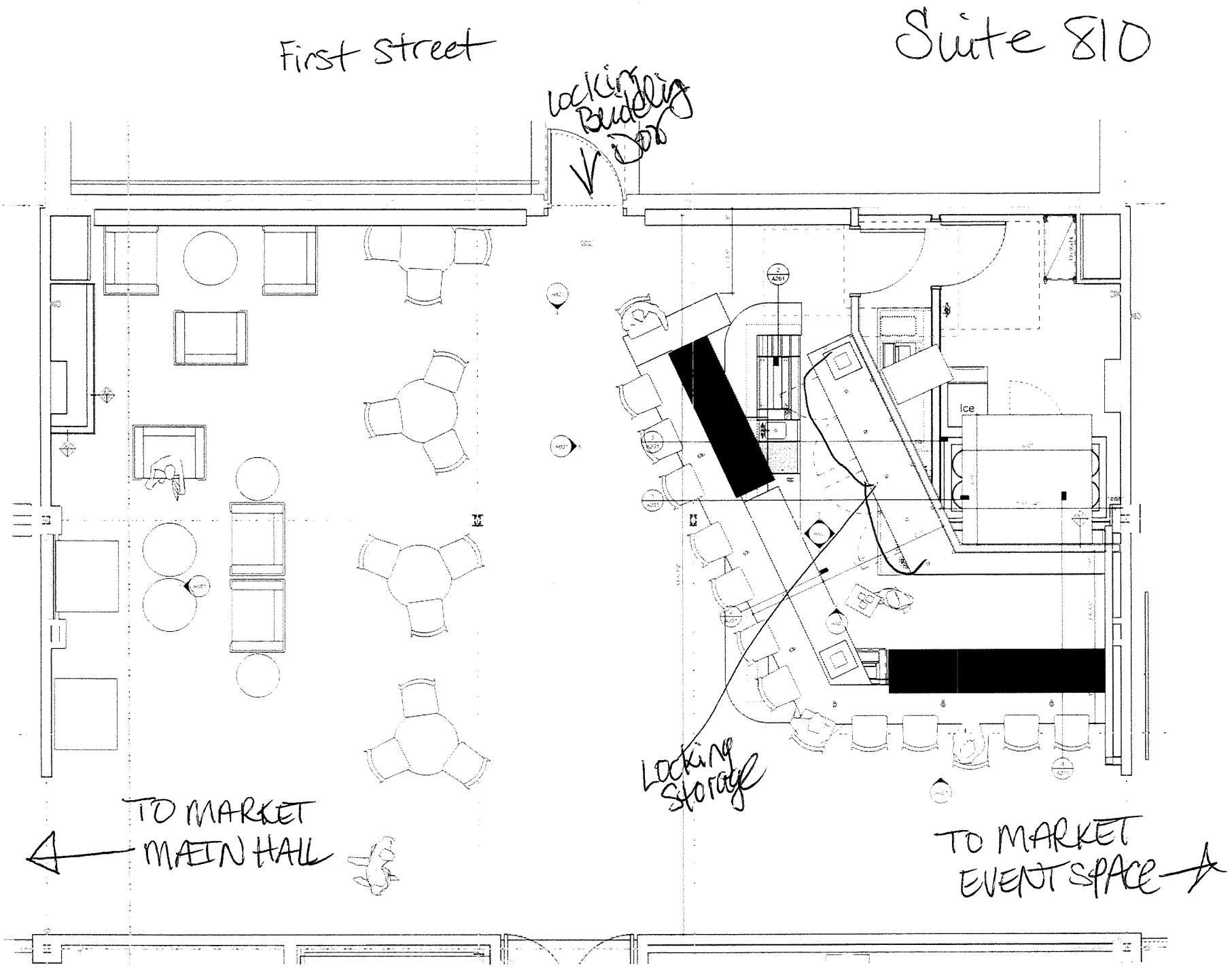
Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

Outdoor Area Coverage

Interior and First St Patio Areas


First Street
Suite 810
Locking Building Door
Ice
Locking Storage
TO MARKET MAIN HALL
TO MARKET EVENT SPACE

Madison Public Market Bar Corporation - Business Plan

Business Overview

Madison Public Market Bar Corporation ("MPM Bar Corporation") is a Wisconsin corporation established to own and operate the beverage service at the Madison Public Market, located at **202 N. First Street, Madison, Wisconsin**.

The corporation has been formed specifically to obtain and maintain all required alcohol beverage licenses and to operate a professionally managed bar that enhances the Madison Public Market experience by providing responsible beverage service in a welcoming, community-oriented environment. The bar is intended to complement the Market's mission of supporting local entrepreneurs, creating community gathering spaces, and encouraging visitors to spend more time enjoying the diverse food, retail, and cultural offerings available throughout the Market.

Business Concept

The Madison Public Market Bar will operate as a full-service walk-up bar occupying approximately **525 square feet** within a **1,051-square-foot** leased space (Space 810). The bar is designed to provide guests with a convenient place to enjoy beverages while dining on food purchased from Madison Public Market merchants.

The beverage program will feature a curated selection of:

- Wisconsin craft beers on draft and in package
- Wines by the glass and bottle
- Premium distilled spirits and handcrafted cocktails
- Non-alcoholic beer and wine
- Soft drinks and other non-alcoholic beverages

The bar will include approximately twelve seats at the bar along with high-top tables to encourage guests to gather, socialize, and enjoy food from throughout the Market. The design emphasizes an open, welcoming atmosphere that complements the Market's communal dining environment.

Operations and Management

MPM Bar Corporation will employ its own management and staff and will be responsible for all beverage operations, including purchasing, inventory management, customer service,

financial controls, and compliance with all applicable federal, state, and local alcohol beverage laws.

All employees serving alcohol will complete Wisconsin Responsible Beverage Server Training and any additional training required by law or corporate policy. The corporation will maintain all required liability insurance and implement policies governing age verification, responsible alcohol service, inventory management, and operational safety.

The corporation's directors and officers will provide governance and oversight, while day-to-day operations will be managed by experienced leadership responsible for staffing, training, scheduling, purchasing, and regulatory compliance.

Role Within the Madison Public Market

The Madison Public Market is envisioned as one of Madison's premier year-round public gathering places, attracting residents, downtown employees, students, families, and visitors. Successful public markets throughout the United States commonly include beverage service as an amenity that enhances the overall visitor experience, encourages longer visits, and supports the success of food merchants.

The Madison Public Market Bar is intended to complement—not compete with—Market merchants by providing beverage options that pair with the diverse cuisines offered throughout the Market. Guests will be encouraged to purchase food from Market merchants and enjoy it alongside beverages served by the bar in shared seating areas.

In addition to daily beverage service, the bar may provide beverage service for private rentals, community events, educational programming, and special events hosted within the Madison Public Market.

Financial Outlook

The corporation's primary revenue sources will include:

- Alcohol beverage sales
- Non-alcoholic beverage sales
- Beverage service for private events
- Beverage service for Market-sponsored programming and facility rentals

The corporation anticipates beverage cost of goods sold in the range of **25%–27% of sales**, consistent with industry benchmarks for professionally managed beverage operations. Operating expenses will include staffing, inventory, insurance, licensing, equipment maintenance, utilities, and administrative costs.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94148

File ID:	94148	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/24/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
The Oaks Lounge LLC • dba The Oaks Lounge
614 N Fair Oaks Ave • Agent: Darwin Guevara
Estimated Capacity (in/out): 50/30
Class B Combination Liquor & Beer • 60% alcohol, 30% food, 10% other
Police Sector 604 (District 12)

Notes:

Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2026-00710 App.pdf, LICLIB-2026-00710 Supplemental.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/24/2026	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)

Text of Legislative File 94148

Title

Public Hearing - New License
The Oaks Lounge LLC • dba The Oaks Lounge
614 N Fair Oaks Ave • Agent: Darwin Guevara
Estimated Capacity (in/out): 50/30
Class B Combination Liquor & Beer • 60% alcohol, 30% food, 10% other
Police Sector 604 (District 12)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94148

Liquor/Beer License Application

1675
(Agenda Item Number)

(Legistar file number)

LICL13-2026-00710
(License number)

12 (Alder District #) 604 (Police Sector)

Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 105
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

Class A: ~~☒ Beer, ☒ Liquor, ☒ Cider~~
Class B: ☒ Beer, ☒ Liquor,
☒ Class C Wine

Section A – Applicant

1. List the name of your ☐ Sole Proprietor, ☐ Partnership, ☐ Corporation/Nonprofit Organization or ☒ Limited Liability Company exactly as it appears on your State Seller's Permit.

   The oaks lounge llc

2. Trade Name (doing business as) The Oaks Lounge

3. Address to be licensed 614 N Fair oaks Madison WI 53714

4. Mailing address 3302 Clove Dr, Madison WI 53704

5. Anticipated opening date 8/8/2026

6. Is the applicant an employee or agent of, or acting of behalf of anyone except the applicant named in question 1?

   ☒ No ☐ Yes (explain)

7. Does another alcohol beverage licensee or wholesale permitee have interest in this business? ☒ No ☐ Yes (explain)

Section B—Premises

8. Describe in words the building or buildings where alcohol beverages are to be sold and stored. Include all rooms including living quarters, if used, and any outdoor seating used for the sales, service, and/or storage of alcohol beverages and receipts. Alcohol beverages may be sold and stored only on the premises as approved by Common Council and described on license.

   Alcoholic beverages will be stored in designated storages are within the bar facility to ensure proper organization,
   * walk-in cooler (beer, wines, soda)
   * Dry storage / liquor shelvin. It will be sold only at the premises of the Oaks longe including patio section.

9. *Applicants for on-premises consumption only.* Estimated capacity (patrons and employees):

   Indoor: 50 Outdoor: 30

10. Describe existing parking and how parking lot is to be monitored.

There is designated parking lot for customers, employees vendors. The parking lot will be monitored by video camara.

11. Was this premises licensed for the sale of liquor or beer during the past license year?

☐ No ☒ Yes, license issued to Three brothers (name of licensee)

Section C—Corporate Information

This section applies to corporations, nonprofit organizations, and Limited Liability Companies only. Sole proprietorships and partnerships, skip to Section D.

12. Name of liquor license agent Darwin Guevara

13. City, state in which agent resides Madison WI

14. How long has the agent continuously resided in the State of Wisconsin? 25 years

15. Has the liquor license agent completed the responsible beverage server training course?

☒ No, but will complete prior to ALRC meeting ☐ Yes, date completed _____

16. State and date of registration of corporation, nonprofit organization, or LLC.

Wisconsin on April 6, 2026

17. In the table below list the directors of your corporation or the members of your LLC.

☒ Attach background check forms for each director/member.

Title	Name	City and State of Residence
Member	Darwin Guevara	Madison, WI
Member	Erick Guevara	Madison, WI

18. Registered agent for your corporation or LLC. This is your agent for service of process, notice or demand required or permitted by law to be served on the corporation. This is not necessarily the same as your liquor agent.

Darwin Guevara

19. Is applicant a subsidiary of any other corporation or LLC?

☒ No ☐ Yes (explain) _____

20. Does the corporation, any officer, any director, any stockholder, liquor agent, LLC, any member, or any manager hold any interest in any other alcohol beverage license or permit in Wisconsin?

☒ No ☐ Yes (explain) _____

Section D—Business Plan

21. What type of establishment is contemplated?
☒ Tavern ☐ Nightclub ☐ Restaurant ☐ Liquor Store ☐ Grocery Store
☐ Convenience Store without gas pumps ☐ Convenience Store with gas pumps
☐ Other _____

22. Private organizations (clubs): Do your membership policies contain any requirement of "invidious" (likely to give offense) discrimination in regard to race, creed, color, or national origin? ☐ No ☐ Yes

23. Hours of operation: please enter opening and closing times in the table below.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am - 12:00 am	10:00 Am - 12:00 Am	10:00 am - 12:00 am	10:00 am - 12:00 am	10:00 am - 2:00 am	10:00 am - 2:00 am	8:00 am - 2:00 am
(Class B only) Enter below any hours when food service will not be available, if applicable						
11:00 Pm - 12:00 pm	10:00 Pm - 12:00 Am	10:00 Pm - 12:00 Am	10:00 Pm - 12:00 Am	11:00 Pm - 2:00 Am	11:00 Pm - 12:00 am	12:00 Pm - 12:00 am

Section E—Consumption on Premises

This section applies to Class B and Class C applicants only. Class A license applicants (consumption off premises) may skip to Section F.

24. Indicate any other product/service offered. Food

25. All restaurants and taverns serving alcohol must substantiate their gross receipts for food and alcohol beverage sales broken down by percentage. (Note: Non-alcoholic drinks are classified as "Food.") New establishments estimate percentages:
60 % Alcohol 30 % Food 10 % Other

If applicable, describe "Other": Some Activities / Games

Do you have written records to document the percentages shown? ☒ No ☐ Yes
You may be required to submit documentation verifying the percentages indicated.

26. Do you plan to have live entertainment? ☐ No ☒ Yes—what kind? Bands and Karaoke DJ - music

If planned entertainment includes live music (except solo acoustic), a DJ, or a designated dance floor, please also complete an Entertainment License.

Section F—Required Contacts and Filings

27. I understand that liquor/beer license renewal applications are due April 15 of every year, regardless of when license was initially granted. ☐ No ☒ Yes

28. I understand that I am required to host an information session at least one week before the ALRC meeting. ☐ No ☒ Yes

29. I agree to contact the Alderperson for this location to discuss my application and to invite the Alderperson to my information session. ☐ No ☒ Yes

30. I agree to contact the Police Department District Captain for this location prior to the ALRC meeting. ☐ No ☒ Yes

31. I agree to contact the Deputy Clerk prior to the ALRC meeting. ☐ No ☒ Yes

32. I agree to contact the neighborhood association representative prior to the ALRC meeting. ☐ No ☒ Yes

33. I intend to operate under the alcohol license within 180 days of the Common Council granting this license. The license shall be considered surrendered if not issued within 180 days of being granted. ☐ No ☒ Yes

34. I understand we must file a Special Occupational Tax return (TTB form 5630.5) before beginning business. [phone 1-800-937-8864] ☐ No ☒ Yes

35. I understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in question 1, above. [phone 608-266-2776] ☐ No ☒ Yes

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

Section G—Information for Clerk's Office

37. This application is for the license period ending June 30, 20 2_.

38. State Seller's Permit 4 5 6 - 1 0 3 2 5 4 7 9 3 4 - 0 2

39. Federal Employer Identification Number 41-5350103

40. Who may we contact between 8 a.m. and 4:30 p.m. regarding this license?

Contact person Daswin Guevara

Business phone 608-354-8781 Business e-mail address darwin2875@yahoo.com

Preferred language English

If needed, a qualified interpreter can be provided at no charge to you. Would you like an interpreter?

☐ Yes (language: _____)

☒ No (If you answer no and you do require an interpreter, the ALRC will refer your application to a subsequent meeting and this may delay your application process)

Si usted requiere o necesita un/a intérprete, nosotros podemos proveer un/a intérprete sin costo alguno. ¿Le gustaría tener un/a intérprete?

☐ Sí, lenguaje: _____

☐ No. Si usted escoge "no" en la solicitud/aplicación, y usted sí requiere un/a intérprete, el comité remitirá su solicitud para una nueva junta y esto puede atrasar el proceso de su solicitud.

41. Corporate attorney, if applicable: Name _____

Phone _____ E-mail _____

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NOTICE: Completed application are due by noon of the third Monday (fourth, if the Clerk's office is closed on the third Monday) to get on the agenda for the proceeding months Alcohol License Review Committee. A completed application **must** be accompanied by the following items:

☑ Copy of State Seller's Permit (Not Business Tax Registration Certificate), ☑ Appointment of Agent (if Corp/LLC), ☑ Member background investigation forms, ☑ Articles of Incorporation (if Corp/LLC), ☐ Floor Plans, ☑ Copy of Lease, ☐ Business Plan, and ☐ Sample Menu (if applying for Class B license)

If required items are missing, the application will not be considered complete and will not be accepted by the Clerk's Office until all requirements are submitted. No exceptions are made.

Read carefully before signing: *Under penalty provided by law, the applicant states that the above information has been truthfully completed to the best of the knowledge of the signer. Signer agrees to operate the business according to law, and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. Lack of access to any portion of licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.*

Penalty for materially false application information: Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

_____ 7/17/26

(Officer of Corporation/Member of LLC/Partner/Sole Proprietor) (Date)

Clerk's Office checklist for complete applications		
☒ WI Seller's Permit Certificate (matching articles of incorporation) ☒ FEIN ☒ Written description of premises	☐ Background investigation form(s) ☐ Form for surrender of previous license ☒ *Articles of Incorporation ☒ *Appointment of Agent * Corporation/LLC only	☒ Floor Plans ☐ Lease ☒ Business Plan ☐ **Sample Menu ** Class B only

Upon Application Submission, the Clerk's Office issued to the application:

☐ Orange sign ☐ Orange business card

☐ "Applying for a Liquor/Beer License in the City of Madison" brochure with contact information

Date complete application filed with Clerk's Office _____

Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

1680

TOTAL: 482 sq. ft

1st floor: 482 sq. ft

EXCLUDED AREAS: FOYER: 29 sq. ft, ROOM: 1179 sq. ft, STORAGE: 97 sq. ft,

WALLS: 106 sq. ft

FLOOR PLAN CREATED BY CUBICASA APP. MEASUREMENTS DEEMED HIGHLY RELIABLE BUT NOT GUARANTEED.

The Oaks Lounge

Concept Overview

The Oaks Lounge is a welcoming neighborhood bar and grill in Madison, Wisconsin. The concept focuses on a relaxed atmosphere where everyone is welcomed, feels comfortable, offering quality drinks, bar food, community events, and friendly service.

Executive Summary

The Oaks Lounge is a locally owned establishment with the goal of providing a welcoming casual gathering, community focused environment place for local residents, families, and visitors alike. The business will focus on excellent customer service, affordable food and beverage offerings, and a community centered experience for creating lasting memories.

Our vision extends beyond a simply operating bar and restaurant. Our goal is to establish a destination that serves a cornerstone of the community, a place where people from all backgrounds feel welcome, respected and appreciated. We are committed to creating and establishment that contributes positively to the neighborhood and local economy by providing employment opportunities.

Mission Statement

To create a comfortable and inclusive lounge where guests can enjoy great food, drinks, and conversation while feeling welcomed and valued customers.

We strive to provide a trusted gathering space that strengthens community connections, supports local initiatives, and creates memorable experiences for every person who walks through our doors.

Business Description

The Oaks Lounge will operate as a bar and restaurant offering appetizers, burgers, wings, specialty cocktails, beer, wine, and non-alcoholic beverages. The environment will emphasize hospitality, consistency, and community engagement.

Market Analysis

Madison's food and beverage industry continues to benefit from a strong local customer base. The Oaks Lounge will differentiate itself through its welcoming atmosphere, approachable menu, and neighborhood focus.

Marketing Strategy

Marketing efforts will include social media promotion such as Facebook and Instagram, local sponsorships, community events, and partnerships with local businesses.

One of the core foundations of The Oaks Lounge is community involvement.

As Madison residents, we recognize the importance of supporting local families, schools, organizations, and small businesses. The Oaks Lounge will actively seek opportunities to give back through sponsorships/scholarships, fundraising events, partnerships, and participation in local community initiatives.

Examples of community engagement include:

- Supporting local youth sports teams
- Sponsoring community events
- Hosting fundraising nights for schools and nonprofits
- Collaborating with local vendors and suppliers
- Providing employment opportunities to local residents

- Our commitment to community involvement helps ensure that The Oaks Lounge becomes more than a business that it will become a valued community partner.

Operations Plan

Operations will focus on efficient service, food safety, responsible alcohol service, employee training, and maintaining a clean and inviting facility.

Management Structure

Ownership and management will oversee financial performance, staffing, marketing, compliance, and daily operations while promoting a positive workplace culture.

Financial Goals

The primary goals are sustainable growth, profitability, strong customer retention, and responsible reinvestment into facility improvements and guest experiences.

THE OAKS LOUNGE

Great Food • Cold Drinks • Good Times

SIGNATURE SANDWICHES

The Oaks Burger
Fresh burger topped with lettuce, tomato, sliced red onion, and our signature sauce, served on a toasted brioche bun.

BLT Sandwich
Four slices of hardwood-smoked bacon, melted pepper jack cheese, lettuce, tomato, and mayo, served on toasted white bread.

Picante Burger
Jalapeños, Pepper Jack Cheese & Chipotle Mayo on a Brioche Bun.

Bacon Burger
6 oz. burger topped with crispy bacon on a Brioche Bun.

APPETIZERS & SIDES

House Wings
6 Pieces 12 Pieces
Choose Your Flavor:
Buffalo • BBQ • Garlic Parmesan • Sweet Chili

Cheese Curds
French Fries
Sweet Potato Fries
Onion Rings
Yuca Fries
Tostones
Jalapeño Poppers

DRAFT BEER

Local Lager
IPA
Wheat Beer
Modelo
Michelob Ultra
New Glarus Spotted Cow
Lake Louie Warped Speed Scotch Ale
Local Sour Draft Beer
Ask your server about current selections and pricing.

BOTTLES & CANS

Busch Light
Pabst Blue Ribbon
Miller Lite
Bud Light
Corona
Coors Light
Heineken

COCKTAILS

House Margarita
Tequila, lime juice, and orange liqueur.

Wisconsin Old Fashioned
Bourbon, bitters, sugar, and orange peel.

Moscow Mule
Vodka, ginger beer, and fresh lime.

House Mojito
Rum, mint, lime, and soda water.

Bloody Mary
Tomato juice, Worcestershire sauce, horseradish, hot sauce, lemon juice, and black pepper. Garnished with celery, olives, carrot, pickle, and cheese.

Paloma
Tequila, fresh lime, and grapefruit soda.

WINE

House Red (Glass)
House White (Glass)

NON-ALCOHOLIC

Soft Drinks
Sparkling Water
Lemonade
Iced Tea

THANK YOU FOR VISITING THE OAKS LOUNGE

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94209

File ID:	94209	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/29/2026
File Name:				**Final Action:**	

Title: Public Hearing - New License
Begonia. Restaurant LLC • dba begonia.
1835 Monroe St • Agent: Sara Anderson
Estimated Capacity (in/out): 60/0
Class B Combination Liquor & Beer • 21% alcohol, 79% food
Police Sector 205 (District 13)

Notes:

Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jverbick@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Clerk's Office	07/29/2026	Referred for Introduction				
	Action Text:	This License was Referred for Introduction					
	Notes:	Alcohol License Review Committee- Public Hearing (8/19/26), Common Council (9/8/26)					

Text of Legislative File 94209

Title

Public Hearing - New License
Begonia. Restaurant LLC • dba begonia.
1835 Monroe St • Agent: Sara Anderson
Estimated Capacity (in/out): 60/0
Class B Combination Liquor & Beer • 21% alcohol, 79% food
Police Sector 205 (District 13)

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94209

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94087

File ID:	94087	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/20/2026
File Name:	CLAIM: Chubb - Vehicle Damage - $5,000.00			**Final Action:**	
Title:	Chubb - Vehicle Damage - $5,000.00				
Notes:	TMI - METRO CLAIM				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94087

Title

Chubb - Vehicle Damage - $5,000.00

Body

Claim received 7/8/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94091

File ID:	94091	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/20/2026
File Name:	CLAIM: G. Ryan - Vehicle Damage - $3,820.87			**Final Action:**	
Title:	G. Ryan - Vehicle Damage - $3,820.87				
Notes:	EVL007926				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94091

Title

G. Ryan - Vehicle Damage - $3,820.87

Body

Claim received 7/8/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94094

File ID:	94094	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/20/2026
File Name:	CLAIM: UW Risk Management - Property Damage - $987.05			**Final Action:**	
Title:	UW Risk Management - Property Damage - $987.05				
Notes:	EVL007928				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94094

Title

UW Risk Management - Property Damage - $987.05

Body

Claim received 7/9/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94097

File ID:	94097	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/20/2026
File Name:	CLAIM: M. Meyer - Property Damage - $1,590.00			**Final Action:**	
Title:	M. Meyer - Property Damage - $1,590.00				
Notes:	EVL007930				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94097

Title

M. Meyer - Property Damage - $1,590.00

Body

Claim received 7/12/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94100

File ID:	94100	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/20/2026
File Name:	CLAIM: J. Hernandez - Property Damage - $11,373.79			**Final Action:**	

Title: J. Hernandez - Property Damage - $11,373.79

Notes: EVL007931

Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94100

Title

J. Hernandez - Property Damage - $11,373.79

Body

Claim received 7/13/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94103

File ID:	94103	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/20/2026
File Name:	CLAIM: S. Hoffhein - Property Damage - $300.00			**Final Action:**	
Title:	S. Hoffhein - Property Damage - $300.00				
Notes:	EVL007934				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94103

Title

S. Hoffhein - Property Damage - $300.00

Body

Claim received 7/14/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94111

File ID:	94111	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/21/2026
File Name:	CLAIM: M. Milliron - Vehicle Damage - $1,485.37			**Final Action:**	
Title:	M. Milliron - Vehicle Damage - $1,485.37				
Notes:	EVL007946				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94111

Title

M. Milliron - Vehicle Damage - $1,485.37

Body

Claim received 7/16/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94115

File ID:	94115	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/22/2026
File Name:	CLAIM: A. Potter - Vehicle Damage - $438.46			**Final Action:**	
Title:	A. Potter - Vehicle Damage - $438.46				
Notes:	EVL007948				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94115

Title

A. Potter - Vehicle Damage - $438.46

Body

Claim received 7/17/2026.

City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Master

File Number: 94119

File ID:	94119	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/22/2026
File Name:	CLAIM: C. Johnston - Property Damage - Amount to be Determined			**Final Action:**	
Title:	C. Johnston - Property Damage - Amount to be Determined				
Notes:	EVL007949				
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jfletcher@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 94119

Title

C. Johnston - Property Damage - Amount to be Determined

Body

Claim received 7/21/2026.